



**CCS BUDGET AND FINANCE COMMITTEE**  
**CCS Office**  
**3355-J N Arlington Heights Rd. Arlington Heights, IL 60004**

March 5, 2020 10:00 A.M.

1. CALL TO ORDER

Chair A. Kim called the meeting to order at 10:00 A.M.

2. ROLL CALL

A. Auston, Wilmette	M. Jacobsen, Zion-Benton
J. Conway, Highland Park	A. Kim, Glencoe
J. DiDonato, Round Lake	L. Rosenthal, Fox River Valley

Absent: A. Lentine, Lake Villa

Also present: R. Malinowski, CCS; B. Stoneburner, CCS

3. ADDITIONS TO THE AGENDA

None.

4. PUBLIC COMMENT

None.

5. APPROVE MINUTES OF FEBRUARY 14, 2020 MEETING

Jacobsen MOVED, Rosenthal SECONDED to

**APPROVE THE MINUTES OF THE FEBRUARY 14, 2020 MEETING.**

MOTION CARRIED BY UNANIMOUS VOICE VOTE

6. FY 20-21 BUDGET REVIEW –

Chair A. Kim thanked M. Jacobsen for leading the last committee meeting in his absence and thanked L. Rosenthal for submitting the summary of discussion regarding Development Fund from the last committee meeting.

R. Malinowski issued the updated budget draft, budget notes and billing projections to the committee for review prior to the meeting based on feedback from the committee at the last meeting. R. Malinowski reviewed and highlighted potential changes to the FY 20-21 budget and answered questions from the committee.

There was a discussion about Novelist and the services included. R. Malinowski reported that the Novelist subscription includes Novelist, Novelist K-8 Plus, Novelist Select and Library Aware. The committee agreed it would be helpful to further



explore and perhaps be included as part of future user experience work to receive data on how patrons use this service.

The committee reviewed the updated CCS Library Billing estimates provided by R. Malinowski prior to the meeting. CCS is still waiting to receive tax data from Cook County as requested through FOIA. Once the tax data has been received, R. Malinowski will send the updated library billings to Governing Board for review prior to the March Governing Board meeting.

CCS is also waiting to receive updated amounts for OCLC, but R. Malinowski included estimates for the drafted library billings. CCS typically receives the updated OCLC amounts in March or April.

Jacobsen MOVED, Conway SECONDED to

**RECOMMEND TO GOVERNING BOARD THE PROPOSED FY 20-21 BUDGET.**

Ayes: Auston, Conway, DiDonato, Jacobsen, Kim, Rosenthal

Nays: None

Abstain: None

Absent: Lentine

MOTION CARRIED BY ROLL CALL VOTE

R. Malinowski will begin working on a Fund Balance policy for the Development Fund.

7. ADJOURNMENT

Chair A. Kim adjourned the meeting at 10:39 A.M.