



**MINUTES
CCS GOVERNING BOARD
SPECIAL MEETING
VIRTUAL LOCATION**

WEDNESDAY, June 10, 2020

The Governing Board met remotely, without a physical quorum present, authorized by Executive Order of the Governor (COVID-19 Executive Order No. 7, extended April 30, 2020).

1. CALL TO ORDER

The meeting was called to order by President Hall at 10:02 a.m.

2. ROLL CALL

Algonquin	S. Murray	Lake Forest	Absent
Cary	D. McNulty	Lake Villa	M. Jacobsen
Crystal Lake	K. I. Martens	Lincolnwood	J. Tucci (arrived 10:11)
Des Plaines	J. Bonell	McHenry	Absent
Ela	E. Christianson (alternate)	Morton Grove	P. Leffler
Evanston	T. Longo (alternate)	Niles-Maine	S. Lempke
Fox River Valley	L. Rosenthal	Northbrook	K. Hall
Fremont	S. Davis	Palatine	J. Dilger
Glencoe	A. Kim	Park Ridge	H. Smith (arrived 10:07)
Glenview	T. Room (alternate)	Prospect Heights	A. Todd
Grayslake	S. Brown	Round Lake	J. DiDonato (arrived approximately 10:45)
Highland Park	C. Clark (alternate)	Wilmette	A. Auston
Huntley	F. Novak	Winnetka	E. Compton-Dzak
Indian Trails	B. Shepard	Zion	M. Womack

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

Absent: C. Lemmer, Lake Forest; J. Scholtz, McHenry

3. ADDITIONS TO THE AGENDA

None.

4. PUBLIC COMMENT

President Hall welcomed Matt Womack back as the interim director at Zion-Benton Public Library.



5. CONSENT AGENDA

The drafted minutes of the May 20 Governing Board meeting were pulled for discussion.

H. Smith joined the meeting.

Todd MOTIONED; Shepard SECONDED to

ACCEPT THE CONSENT AGENDA AS PRESENTED INCLUDING APPROVAL OF THE MAY FINANCIAL STATEMENTS, MAY BILLS FOR PAYMENT, POLICY UPDATES AS PRESENTED AND APPROVAL OF FINE FREE WAIVE CRITERIA.

Ayes: Algonquin, Cary, Crystal Lake, Des Plaines, Ela, Evanston, Fox River Valley, Fremont, Glencoe, Glenview, Grayslake, Highland Park, Huntley, Indian Trails, Lake Villa, Morton Grove, Niles-Maine, Northbrook, Palatine, Park Ridge, Prospect Heights, Wilmette, Winnetka, Zion-Benton

Nays: None

Abstain: None

Absent: Lake Forest, Lincolnwood, McHenry, Round Lake

MOTION CARRIED BY ROLL CALL VOTE

J. Tucci joined the meeting.

After a discussion, the drafted minutes of the May 20 Governing Board meeting were amended to reflect the following changes:

1. Roll call was corrected to list J. Tucci from Lincolnwood as absent
2. The recommendation that the CCS policy regarding pickup anywhere for CCS patrons will be suspended until Phase 4 came from Executive Committee and does not need a second.

Leffler MOTIONED; Martens SECONDED to

APPROVE THE MAY 20, 2020 MEETING MINUTES AS AMENDED.

Ayes: Algonquin, Cary, Crystal Lake, Des Plaines, Ela, Evanston, Fox River Valley, Fremont, Glencoe, Glenview, Grayslake, Highland Park, Huntley, Indian Trails, Lake Villa, Lincolnwood, Morton Grove, Niles-Maine, Northbrook, Palatine, Park Ridge, Prospect Heights, Wilmette, Winnetka, Zion-Benton

Nays: None

Abstain: None

Absent: Lake Forest, McHenry, Round Lake

MOTION CARRIED BY ROLL CALL VOTE

6. ESSENTIAL BUSINESS



- a. Election of Secretary – President Hall announced that Jane Conway (Highland Park) will be retiring on June 30. J. Conway was currently serving as CCS Secretary with one year left on her term. Diane McNulty has agreed to serve as Secretary until the term ends in June 2021. President Hall asked if there were any nominations from the floor and there were none.

Bonell MOTIONED; Davis SECONDED to

ELECT DIANE MCNULTY AS SECRETARY OF CCS FOR FY 20-21 TO COMPLETE J. CONWAY’S TERM.

Ayes: Algonquin, Cary, Crystal Lake, Des Plaines, Elmhurst, Evanston, Fox River Valley, Fremont, Glencoe, Glenview, Grayslake, Highland Park, Huntley, Indian Trails, Lake Villa, Lincolnwood, Morton Grove, Niles-Maine, Northbrook, Palatine, Park Ridge, Prospect Heights, Wilmette, Winnetka, Zion-Benton

Nays: None

Abstain: None

Absent: Lake Forest, McHenry, Round Lake

MOTION CARRIED BY ROLL CALL VOTE

President Hall thanked D. McNulty for agreeing to serve as Secretary for FY 20-21.

b. COVID-19 Response

- i. Updates from RAILS, IMLS and other organizations – R. Malinowski provided an update from the RAILS member update on June 4 that introduced initial plans for restarting delivery. Malinowski anticipates RAILS will issue an update by the end of the week. RAILS is not requiring libraries to quarantine materials after they are received from RAILS but is recommending materials be quarantined from the last time the material was touched by an unknown entity. RAILS is also asking libraries to relabel items in bins to the home library.

There is no new update from the REALM study at this time, but RAILS has indicated that if the REALM study recommends a quarantine period different than seven days, they will update their recommendation based on that study.

Consortia managers will meet June 11 to discuss deliveries and CCS will send any new information to the listservs and include in CCS News.

- ii. RAILS Delivery at CCS Libraries –R. Malinowski has recommended that all libraries participate in sending materials home on June 18 and 25 and that all CCS libraries resume delivery as a group, not before the July 8 Governing Board meeting. President Hall asked if anyone had any concerns with resuming delivery to get items back to home libraries but not resume hold transits sharing at this time. There was a lengthy discussion about when to resume delivery and resource sharing and whether to wait for the REALM study prior to beginning holds.



J. DiDonato joined the meeting.

Martens MOTIONED; Dilger SECONDED to

APPROVE THAT MOVING FORWARD, ALL CCS LIBRARIES RESUME DELIVERY AS A GROUP. ALL LIBRARIES PARTICIPATE IN SENDING MATERIAL HOME ON JUNE 18 AND 25. UNTIL THE JULY 8 GOVERNING BOARD MEETING, THE ONLY DELIVERY THAT WILL HAPPEN WILL BE RETURNING LIBRARY MATERIALS TO THEIR OWNING LIBRARY STARTING ON JUNE 29.

Ayes: Algonquin, Cary, Crystal Lake, Des Plaines, Elmhurst, Evanston, Fox River Valley, Fremont, Glencoe, Glenview, Grayslake, Highland Park, Huntley, Indian Trails, Lake Villa, Lincolnwood, Morton Grove, Niles-Maine, Northbrook, Palatine, Park Ridge, Prospect Heights, Round Lake, Wilmette, Winnetka, Zion-Benton

Nays: Fox River Valley

Abstain: None

Absent: Lake Forest, McHenry

MOTION CARRIED BY ROLL CALL VOTE

- iii. Other COVID-19 – There was a discussion about libraries' plans regarding open and closed stacks. President Hall asked R. Malinowski to issue a survey to libraries asking their plans for open and closed stacks to be discussed further at the July 8 Governing Board meeting. R. Malinowski will also ask RAILS to address closed stacks versus open stacks in the quarantine workflow.

7. REPORTS

- a. President Hall reminded the Governing Board that V. Novak (Glenview) and J. Conway (Highland Park) are scheduled to retire at the end of June. She encouraged everyone to reach out individually to wish them well. President Hall also noted that this is her last Governing Board meeting as President and that S. Murray will take over as President for the July 8 Governing Board meeting with D. McNulty as the new Secretary.

8. ADJOURNMENT

President Hall adjourned the meeting at 11:00 a.m.

Respectfully submitted,
Diane McNulty, Secretary