

EXECUTIVE COMMITTEE MINUTES
CCS Office
3355-J N Arlington Heights Rd Arlington Heights, IL 60004
June 9, 2021

REMOTE PARTICIPATION

The Executive Committee met remotely, without a physical quorum present due to the COVID-19 public health emergency.

1. CALL TO ORDER

The meeting was called to order by President Murray at 10:01 A.M.

2. ROLL CALL

A. Auston	Wilmette	D. McNulty	Cary
K. Hall	Northbrook	S. Murray	Algonquin
M. Jacobsen	Lake Villa	H. Smith	Highland Park
P. Leffler	Morton Grove		

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

3. ADDITIONS TO THE AGENDA

None.

4. PUBLIC COMMENT

None.

5. CONSENT AGENDA

Hall MOVED, Leffler SECONDED to

**ACCEPT THE CONSENT AGENDA AS PRESENTED INCLUDING THE
APPROVAL OF MAY 12, 2021, MEETING MINUTES, APPROVAL OF MAY
2021 FINANCIAL STATEMENTS, AND APPROVAL OF MAY 2021 BILLS FOR
PAYMENT.**

Ayes: Auston, Hall, Jacobsen, Leffler, McNulty, Murray, Smith

Nays: None

MOTION CARRIED BY ROLL CALL VOTE

6. BUSINESS

- a. Innovative Development Partner Program – Seven libraries have volunteered to be Vega Discover Beta Libraries, including Algonquin, Cary, Des Plaines, Fox River Valley, Lake Villa, Niles-Maine and Northbrook. CCS has completed initial

setup documentation for a Vega test instance that syncs against our training database. Target date for our training instance has been moved to the week of June 7, 2021, due to implementation delays. CCS will upgrade to Polaris 6.7 at the end of June. The upgrade to 6.7 is needed to sync Vega with production.

- b. Race/Ethnicity Patron Attribute – CCS has contracted with Biz Lindsay-Ryan to consult with CCS and Evanston on the approved race/ethnicity patron field. Lindsay-Ryan will present at July Governing Board on:

- Definition work around EDI terminology
- Importance of gathering race/ethnicity data.
- Patron privacy and trust
- Staff biases

Lindsay-Ryan will also work with CCS on an implementation plan to include training for library staff.

- c. Prospective Member Inquiry – L. Siegel with the Chicago Botanic Garden requested information on CCS membership rates. D. Wischmeyer provided current membership pricing and explained that CCS is not taking new membership requests until the fall. There was a discussion about new library membership and that CCS needs to be open to other library types as an LLSAP. The committee agreed that further discussions and investigation should begin in the fall.
- d. COVID-19 – Illinois is expected to move to Phase 5 on Friday, June 11, 2021, and the disaster proclamation is not expected to be extended beyond June 26, 2021. After a discussion, there was agreement to plan through October for Executive Committee and Governing Board then re-evaluate to see how COVID is doing in the fall. Budget and Finance Committee and Governing Board will both meet virtually in July, Executive Committee will meet in person in August and September, and Governing Board will meet in person in October. Lake Villa has already reserved space for the October Governing Board meeting. Technical and Advisory group meetings will remain virtual for the rest of 2021 with a plan to re-evaluate in the fall.

7. REPORTS

- a. President – President Murray reported that this was her last Executive Committee meeting as President. She stated that this was an interesting but enjoyable fiscal year and that she enjoyed the opportunity to work more closely with CCS staff.
- b. Secretary – D. McNulty reported that she would send the drafted minutes of the May 12, 2021, closed session to B. Stoneburner.

- c. Treasurer – No report.
- d. Committees and Groups – D. Wischmeyer reported that the Budget and Finance Committee would meet on July 8 to discuss how CCS will distribute the RAILS LLSAP grant and bring their recommendation to July Governing Board for approval.
- e. Acting Director – D. Wischmeyer's report was included in the packet. There were no additional questions from the Executive Committee.
 - i. Governing Board agenda building – There was no discussion on this agenda item.

10. ADJOURNMENT

The meeting was adjourned by President Murray at 10:32 A.M.

Respectfully submitted,
Diane McNulty, Secretary