

**EXECUTIVE COMMITTEE MINUTES**  
**CCS Office**  
**3355-J N Arlington Heights Rd Arlington Heights, IL 60004**  
**March 10, 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: R. Malinowski, CCS; D. Wischmeyer, CCS; B. Stoneburner, CCS

**3. ADDITIONS TO THE AGENDA**

None.

**4. PUBLIC COMMENT**

None.

**5. CONSENT AGENDA**

Leffler MOVED, McNulty SECONDED to

**ACCEPT THE CONSENT AGENDA AS PRESENTED INCLUDING THE APPROVAL  
OF FEBRUARY 10, 2021 MEETING MINUTES, APPROVAL OF FEBRUARY 2021  
FINANCIAL STATEMENTS, APPROVAL OF FEBRUARY 2021 BILLS  
FOR PAYMENT AND EXECUTIVE DIRECTOR SUCCESSION PLAN.**

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

Nays: None

MOTION CARRIED BY ROLL CALL VOTE

**6. BUSINESS**

- a. "Illegal Aliens" and related LC Subject Heading work – R. Malinowski included in the packet extensive background information regarding the Library of Congress Subject Headings and included links to the US Citizenship Act of 2021 and

additional research documents. There was a discussion as to whether Executive Committee should vote on the specific subject heading changes or send to Bylaws and Policy to develop a policy for Governing Board approval. There was also a discussion as to whether language in the strategic plan was sufficient or needed more specificity with Governing Board approval. The Executive Committee agreed to vote on the specific request regarding “illegal aliens” and “aliens”, then if future research identifies many additional changes, that it might be best to adopt a practice. R. Malinowski will share research and work with SWAN, Pinnacle, RAILS, and other interested consortia.

Hall MOVED, Auston SECONDED to

**DIRECT CCS STAFF TO SELECT AND IMPLEMENT ALTERNATE LANGUAGE TO THE OFFICIAL LIBRARY OF CONGRESS SUBJECT HEADINGS TO REPLACE “ILLEGAL ALIENS” AND “ALIENS” IN SUBJECT HEADINGS IN THE CCS CATALOG.**

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

Nays: None

MOTION CARRIED BY ROLL CALL VOTE

- b. Nominating Committee – The Nominating Committee consists of K. Hall (chair), D. McNulty and H. Smith. Positions to fill for FY 21-22 include President Elect/Vice President, Secretary and Member at Large. K. Hall will send a note to Governing Board for any nominations before the Nominating Committee meet and B. Stoneburner will schedule the committee meeting.

**7. REPORTS**

- a. President – No report.
- b. Secretary – No report.
- c. Treasurer – The Budget and Finance Committee meeting scheduled for March 12 has been postponed as final Lake County tax data for tax year 2019 is not yet available. B. Stoneburner will submit updated FOIA request to Lake County and the committee will plan to meet the last week in March to review the FY 21-22 budget and member fees.
- d. Committees and Groups – Updates were included in the packet. There were no questions from Executive Committee.
- e. Executive Director – The CCS attorney has reviewed the revised Innovative Development Partner Program contract. R. Malinowski, S. Murray and the CCS attorney will speak with Innovative to complete the contract.

- i. Governing Board agenda building – Agenda items for the April Governing Board meeting include:
  - i. COVID data
  - ii. Nominating Committee (action item)
  - iii. Budget and Finance Committee (action item)
  - iv. Bylaws and Policy Committee (action item)

## **10. ADJOURNMENT**

The meeting was adjourned by President Murray at 10:50 A.M.

Respectfully submitted,  
Diane McNulty, Secretary