**Agenda**

**Circulation Technical Group**

**In-Person – CCS Office**

**CC100 Tri-State International Drive, Suite 122, Lincolnshire, IL 60069**

**Friday, October 11, 2024**

**9:30am**

1. **Call to order** 1 min
2. **Approval of minutes from last meeting** 1 min
3. **Additions to the agenda** 1 min
4. **Officer reports**
	1. Chair 1 min
	2. Vice Chair 1 min
	3. Secretary 1 min
5. **CCS staff reports**
	1. M. Fujiura-Landers 15 mins
6. **Old Business**
	1. None
7. **New Business**
	1. Round Robin Introductions - M. Fujiura-Landers/CCS 15 mins
		1. Name, Library, your role at the library, and (optional) book/movie/podcast you’ve enjoyed recently
	2. Merging Patrons - M. Fujiura-Landers/CCS 20 mins
	3. Claims Review – M. Fujiura-Landers/CCS 10 mins
	4. September Library Card Sign-Up Month Wrap Up – M. Fujiura-Landers/CCS 15 mins
		1. How did your library promote September Library Card Sign-Up Month?
		2. Any ideas for next year?
	5. Library News 15 mins
		1. Share news or updates from your library!
		2. Email mlanders@ccslib.org if you want to share any visuals
8. **Adjournment**

**Next Meeting Date: January 10, 2025 (9:30am)**
**(Virtual/Zoom)**

All matters on the agenda may be discussed, amended and acted upon