



**MINUTES
CCS EXECUTIVE COMMITTEE
VIRTUAL LOCATION**

Wednesday, September 11, 2024

REMOTE PARTICIPATION

1. CALL TO ORDER

The meeting was called to order by President Bertucci at 10:00 A.M.

2. ROLL CALL

A. Auston	Wilmette	P. Leffler	Morton Grove
J. Bertucci	Park Ridge	S. Lempke	Lincolnwood
L. Dorfman	Glenview	R. Livergood	Warren-Newport
B. Fyolek	Crystal Lake		

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

3. ADDITIONS TO THE AGENDA

None.

4. PUBLIC COMMENT

None.

5. CONSENT AGENDA

Auston MOVED; Leffler SECONDED to

**APPROVE THE CONSENT AGENDA AS PRESENTED INCLUDING JULY 10, 2024
MEETING MINUTES, AUGUST 2024 FINANCIAL STATEMENTS, AND AUGUST 2024
BILLS FOR PAYMENT.**

Ayes: Auston, Bertucci, Dorfman, Fyolek, Leffler, Lempke, Livergood

Nays: None

MOTION PASSED BY ROLL CALL VOTE



6. BUSINESS

a. New and Potential Members

- i. Recommendation on Vernon Area Public Library Membership – VAPL’s application and signed IGA were included in the meeting materials. R. Malinowski reviewed a RAILS tool for identifying the best consortia fit for stand-alone libraries. VAPL, a former CCS member, is preparing for consortia operations. Malinowski reported no negative fee impact for members, and CCS has the staff capacity to manage the go-live project.

Bertucci MOVED; Dorfman SECONDED to

RECOMMEND TO GOVERNING BOARD TO APPROVE VERNON AREA PUBLIC LIBRARY’S REQUEST FOR CCS MEMBERSHIP EFFECTIVE NOVEMBER 2024 WITH A PLANNED GO LIVE IN FALL 2025.

Ayes: Auston, Bertucci, Dorfman, Fyolek, Leffler, Lempke, Livergood

Nays: None

MOTION PASSED BY ROLL CALL VOTE

- ii. Mount Prospect and Waukegan –R. Malinowski reported that CCS is addressing two go-live issues with Innovative. CCS has postponed pre-loading Overdrive records until system issues are resolved, and this has been communicated to the incoming libraries. Additionally, a new issue with the 7.5 update affects how patrons place volume holds in the PAC. D. Wischmeyer is developing a workaround while working with Innovative to determine if it's a design issue or if a fix is forthcoming. The go-live schedule remains on track.
- iii. Potential New Members – R. Malinowski reported contacting David Archer at Cook-Memorial to gauge interest in CCS. Archer responded that the library is not pursuing CCS membership at this time but is open to discussing their decision-making process. Malinowski will visit Cook-Memorial on September 19 and will provide an update after the meeting.

b. Innovative Updates –

- i. Progress on system performance - Progress on System Performance – D. Wischmeyer reported that Innovative has made progress on system performance issues. Two probable causes were identified, including a new step added to an existing overnight job, now running weekly on Sundays, which has improved performance. A patch was also applied to address blocking issues with other system jobs. CCS will continue to monitor, as further patches may be needed for a permanent fix. The issues seem linked to nightly econtent jobs. With 31 econtent accounts (not one shared account), CCS is assessing whether including



econtent in the catalog benefits patrons and is cleaning up Hoopla data. R. Malinowski noted that removing econtent from Polaris is an option but not ideal. L. Dorfman mentioned using Bibliocommons for ebook checkouts much more than she did in PowerPAC, and CCS will review Glenview's econtent checkouts during the investigation.

- c. Find More Illinois – D. Wischmeyer reported that 26 CCS libraries are now participating in both borrowing and lending through Find More Illinois. The packet included a link to FAQs from FMI training sessions. A recent SHAREit software upgrade introduced new bugs, with the most significant issue being requests routed to libraries even when their copies are checked out. CCS is working with RAILS to resolve these issues and expects an update from RAILS by the end of the week.
- d. User Experience Testing – D. Wischmeyer reported that G. Shah is recruiting libraries for user experience testing. Malinowski noted CCS is seeking 4-6 libraries and requested interested libraries to submit a ticket to sign up. The testing phases and project outline were included in the packet. Malinowski also mentioned that the CCS contract with Innovative ends in Spring 2026, with negotiations starting a year earlier. An update on usability testing will be presented to the Governing Board in February 2025, with a decision on the discovery layer expected by May 2025. Any changes would likely occur in 2026. The plan will be reviewed with the Long Range Planning Committee on September 17, and the Executive Committee expressed excitement about exploring new discovery tools.

7. REPORTS

- a. President – President Bertucci reported that the October Executive Committee meeting will be held on October 16 and November Governing Board will be on November 20 at Indian Trails PLD. President Bertucci, L. Dorfman and P. Leffler will begin working on the Executive Director review with the goal to be ready for review with the Executive Committee in October. R. Malinowski has already completed the self-evaluation.
- b. Secretary – No report.
- c. Treasurer – A. Auston noted the EBSCO renewal was included in this month's expenses and requested detail on what was included in the renewal. Malinowski reported that EBSCO removed components included in the RAILS state plan. CCS was able to save approximately \$25,000 with the renewal. Base Novelist is included in the state plan and Novelist Plus and Novelist Select is included in the CCS contract. CCS will revisit the contract and statistics to determine if want to drop or change the group purchase.
- d. Committees and Groups – Meeting summaries were included in the packet. There were no additional questions from the Executive Committee.
- e. Executive Director – R. Malinowski reported that V. Seward has provided notice of her intention to retire at the end of the year. Virginia has had a very long and successful



tenure with CCS and will be missed. CCS is currently looking at her position with a plan to back fill and have time for a new hire to work with Virginia before her retirement.

8. ADJOURNMENT

President Bertucci adjourned the meeting at 10:40 A.M.

Respectfully submitted,
Lindsey Dorfman, Secretary