



**MINUTES
CCS GOVERNING BOARD
200 Tri State International Drive
Lincolnshire, IL 60069**

Wednesday, August 14, 2024

1. CALL TO ORDER

The meeting was called to order by President Bertucci at 10:02 A.M. President Bertucci welcomed M. Gardner from Palatine and all alternates in attendance including Jo Smolzer from Huntley, M. Stevens from Round Lake and Victoria Luz from Niles-Maine. R. Malinowski introduced Gayatri Shah, who is the new User Experience Specialist at CCS.

2. ROLL CALL

Algonquin	S. Murray	Lincolnwood	S. Lempke
Cary	absent	McHenry	L. Jakacki
Crystal Lake	B. Fyolek	Morton Grove	P. Leffler
Des Plaines	J. Bonell	Mount Prospect	S. Reynders
Ela	E. Christianson	Niles-Maine	V. Luz (alternate)
Evanston	Y. Wilburn	Northbrook	K. Hall
Fox River Valley	absent	Palatine	M. Gardner
Fremont	L. Long	Park Ridge	J. Bertucci
Glencoe	A. Kim	Prospect Heights	A. Todd
Glenview	L. Dorfman	Round Lake	M. Stevens (alternate)
Grayslake	T. Longo	Warren-Newport	R. Livergood
Highland Park	H. Smith (arrived 10:10 A.M.)	Waukegan	T. Verzani
Huntley	J. Smolzer (alternate)	Wilmette	A. Auston
Indian Trails	B. Shepard	Winnetka	absent
Lake Forest	I. Laxminarayan	Zion-Benton	R. Smith
Lake Villa	M. Jacobsen		

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

Absent: Cary, Fox River Valley, Winnetka



3. ADDITIONS TO THE AGENDA
None.

4. PUBLIC COMMENT
None.

5. CONSENT AGENDA

K.Hall MOVED; J. Bonell SECONDED to

APPROVE THE CONSENT AGENDA AS PRESENTED INCLUDING APPROVAL OF THE MAY 8, 2024 MEETING MINUTES, JULY 2024 FINANCIALS, JULY 2024 BILLS FOR PAYMENT, AND RECOMMENDATIONS FROM THE BYLAWS AND POLICY COMMITTEE.

Ayes: Algonquin, Crystal Lake, Des Plaines, Ela, Evanston, Fremont, Glencoe, Glenview, Grayslake, Huntley, Indian Trails, Lake Forest, Lake Villa, Lincolnwood, McHenry, Morton Grove, Mount Prospect, Niles-Maine, Northbrook, Palatine, Park Ridge, Prospect Heights, Round Lake, Warren-Newport, Waukegan, Wilmette, Zion-Benton

Nays: None

Absent: Cary, Fox River Valley, Highland Park, Winnetka

MOTION CARRIED BY ROLL CALL VOTE

H. Smith arrived at 10:10 A.M.

6. BUSINESS

- a. Reporting Tool Demo and Feedback – D. Wischmeyer demonstrated a new administrative reporting tool created by R. Barth. The tool is currently in beta form. Wischmeyer previously demonstrated the tool at the July Executive Committee and CCS collected feedback from that committee on what they liked and potential improvements or additional features they would like to see.

There was a discussion by the Governing Board with questions and suggested additions or changes they would like to see. CCS will follow up on the following requests:

- Separate Find More Illinois from OCLC checkouts
- How to identify where patrons are coming from and is that a different tool
- Flag significant differences
- Understand significance
- Track patron demographics
- Integrate with Communico and CollectionHQ

R. Malinowski will send a link to the Governing Board so directors can further explore the tool and send additional feedback. Malinowski stressed that the audience for this tool is the administrators, not all library staff.



b. New and Potential Members

- i. Mount Prospect and Waukegan Go Live Schedule – The go live schedule was included in the packet. Go live is scheduled for October 1. Web reports will be online on October 1 but there will be a processing backlog. CCS anticipates all reports will be available by Friday, October 4 by end of day. R. Malinowski requested library directors notify staff that it is ok for the delay in reports during the go live period.
- ii. Vernon Area Public Library District - R. Malinowski reported that the VAPL board has approved a resolution to join CCS. The Executive Committee will review their request for membership at the September meeting in anticipation of a November Governing Board vote. CCS anticipates a Fall 2025 go live for the library.
- iii. Other Inquiries – R. Malinowski reported that CCS has provided information to Wauconda and Woodstock upon request. Malinowski will follow up with Cook-Memorial.

c. Innovative Updates

- i. System Performance - R. Malinowski reported that the recent system performance issues have been related to the 7.6 system upgrade. Innovative has identified a potential schedule change they can make to our processing. CCS is currently reviewing and will submit questions to Innovative prior to scheduling this change and will continue working with Innovative to address the issue.
- d. Find More Illinois Updates – D. Wischmeyer reported that sixteen libraries are scheduled to go live in August with all libraries launched by the end of the month. A summary of the known issues was included in the packet.

7. REPORTS

- a. President – President Bertucci reported that the FY 24-25 governance committee roster was emailed to library directors yesterday. Bertucci is excited to serve as President this fiscal year and work with the CCS team.
- b. Secretary – No report.
- c. Treasurer – No report.
- d. Committees and Groups – Summaries were included in the packet. There were no additional questions from the Governing Board.
- e. Executive Director – Report was included in the packet. There were no additional questions from the Governing Board.



8. ADJOURNMENT

S. Reynders MOVED; K. Hall SECONDED to adjourn the meeting.

MOTION CARRIED BY UNANIMOUS VOICE VOTE

President Bertucci adjourned the meeting at 10:45 A.M.

Respectfully submitted,
Lindsey Dorfman, Secretary