



CCS BUDGET AND FINANCE COMMITTEE
CCS Office
100 Tri State International Dr.
Lincolnshire, IL 60069

April 15, 2024, 1:30 P.M.

REMOTE PARTICIPATION

1. CALL TO ORDER

Chair A. Auston called the meeting to order at 1:30 P.M.

2. ROLL CALL

A. Auston, Wilmette	M. Jacobsen, Lake Villa
J. DiDonato, Round Lake	L. Jakacki, McHenry
M. Dombrowski, Winnetka	A. Todd, Prospect Heights

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

3. ADDITIONS TO THE AGENDA

None.

4. PUBLIC COMMENT

None.

5. APPROVE MINUTES OF MARCH 22, 2024 MEETING

The committee identified corrections to the drafted minutes including meeting date, start time and roll call.

Dombrowski MOVED, DiDonato SECONDED to

**APPROVE THE MINUTES OF THE MARCH 22, 2024 MEETING AS
AMENDED.**

Ayes: Auston, DiDonato, Dombrowski, Jacobsen, Jakacki, Todd

Nays: None

Abstain: None

MOTION CARRIED BY ROLL CALL VOTE



6. FY 2024-2025 BUDGET RECOMMENDATION

- a. Budget – R. Malinowski sent an updated budget and summary of updates to the committee for review prior to the meeting. Malinowski touched upon changes that had been made since the last committee meeting and reported that the beginning fund balance had changed significantly due to changes in GASB reporting and that per the accountant the audited balance should be used.
- b. Member Fees – R. Malinowski issued two options for CCS membership billing with Option A to keep overall billing total flat at \$1,822,896 or Option B to increase membership billings to account for increased expenditures (\$1,902,286). Both options would be within fund balance guidelines, but Option A would help offset increased OCLC costs for libraries.

Malinowski reported that as a change in approach to calculating OCLC costs, CCS used IPLAR data for total collection spending rather than library self-reported numbers. There was a lengthy discussion about how IPLAR and OCLC amounts are calculated and the differences in using IPLAR data versus libraries self-reporting. The committee agreed it was important to determine which approach would be most fair and equitable to member libraries while also standardizing the process for CCS staff and member libraries. After a lengthy discussion, the committee agreed to use IPLAR data sections 10.1 and 10.3 and to use a portion of the Development Fund to offset a portion of costs if libraries see an increase with change in reporting to use IPLAR figures.

Jacobson MOVED, Jakacki SECONDED

TO RECOMMEND TO GOVERNING BOARD FOR APPROVAL THE FY 2024-2025 BUDGET AS PRESENTED WITH THE LIBRARY BILLINGS FLAT IN THE AMOUNT OF \$1,822,896 AND RECOMMEND THE APPROVAL OF MEMBER BILLINGS AS PRESENTED INCLUDING UPDATED OCLC BILLINGS USING IPLAR COLLECTION SPENDING LESS ECONTENT AS THE DISTRIBUTION METRIC. LIBRARIES EXPERIENCING AN INCREASE WILL RECEIVE A 50% EASEMENT IN THE INCREASE FROM CCS DEVELOPMENT FUNDS.

Ayes: Auston, DiDonato, Dombrowski, Jacobsen, Jakacki, Todd

Nays: None

Abstain: None

MOTION CARRIED BY ROLL CALL VOTE

7. DEVELOPMENT FUND LIST – R. Malinowski issued the drafted Development Fund list to the committee for review prior to the meeting. The potential uses list included:
 - Next Gen products from Innovative or other vendors Three years: \$236,823
 - BTCat or other OCLC Alternative Pilot Three years: \$80,000
 - RAILS Find More Illinois Year one: \$82,250
 - Development Resources for app or analytics tool \$200,000
 - Potential to offset costs of new library membership \$35,000
 - OCLC Smoothing \$50,000



Auston MOVED, DiDonato SECONDED

**TO APPROVE THE LIST OF POTENTIAL USES FOR THE DEVELOPMENT
FUND FOR FY 2024-2025.**

Ayes: Auston, DiDonato, Dombrowski, Jacobsen, Jakacki, Todd

Nays: None

Abstain: None

8. NEXT MEETING – The Budget and Finance Committee will not plan to meet again this fiscal year. R. Malinowski reported that committee charges will be sent in the next month if any current members wish to request to remain on the committee for the next fiscal year.
9. ADJOURNMENT

Chair Auston adjourned the meeting at 2:46 P.M.