

**REGULAR MEETING
SWAN BOARD
Westmont, IL April 20, 2018
MINUTES**

1. Call to Order, Roll Call

Vice President Wittmann called the meeting to order at 9:33 a.m. The following Board members were present to establish a quorum.

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|--------------------|-------------------|
| a. Ted Bodewes | e. Stacy Wittmann |
| b. Doug Losey | f. Julie Milavec |
| c. Tiffany Verzani | |
| d. Jamie Bukovac | |

2. Introduction of Visitors/Public Comment

Aaron Skog, SWAN Executive Director
Brande Overbey, SWAN Operations Manager
Sharon Swanson, RAILS Staff Accountant
Edith Craig, Director of St. Charles Public Library (arrived at 9:41 a.m.)

3. ACTION ITEM

Acceptance of the April 20, 2018 SWAN Board Meeting Agenda

Mr. Bodewes moved, seconded by Ms. Bukovac that it be

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE APRIL 20, 2018 SWAN BOARD MEETING
AGENDA AS PRESENTED

Motion carried by unanimous voice vote.

4. ACTION ITEM

Approval of SWAN Finances for March

Ms. Milavec moved, seconded by Mr. Losey that it be

RESOLVED, THAT THE SWAN BOARD APPROVES THE PAYMENT OF BILLS FOR MARCH 1
THROUGH MARCH 31, 2018 AND ACCEPTS THE BALANCE SHEET AND DETAIL OF
EXPENDITURES FOR MARCH 2018 AS PRESENTED

Motion carried by roll call vote with the following results:

Ayes: Ms. Verzani, Mr. Losey, Ms. Wittmann, Mr. Bodewes, Ms. Bukovac, Ms. Milavec.

5. ACTION ITEM

Acceptance of the March 16, 2018 SWAN Board Meeting Minutes

Ms. Milavec moved, seconded by Mr. Losey, that it be

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE MARCH 16, 2018 SWAN BOARD MEETING MINUTES AS PRESENTED

Motion carried by unanimous voice vote.

REPORTS

a. Board President Report

None.

b. Executive Director Report

Skog shared the impetus for creating his SWAN operations map in this month's report, and walked the Board through the document. Wittmann suggested we break this map down further to make it more easily understood for new directors; Verzani suggested we also create a similar map showing the interconnectedness of SWAN staff operations. Skog also noted that he has a meeting with Green Hills on April 24th; depending upon if Green Hills decides that they'd like to apply to join the consortium, he anticipates possibly bringing it to a membership vote at the September Quarterly meeting.

c. Operations Report

Skog reviewed this report as presented, and discussed the library visits that were held in the previous weeks at the New19 libraries. Bukovac shared some communication issues that the membership has been experiencing on issues such as bounce backs and ordering ILL items from the New19. She feels that big picture issues are communicated well, but communication about the smaller details sometimes fall through the cracks for the membership. For example, changes they should make, best practices, tips and pointers would be helpful to share more frequently. Craig shared that what has worked well with communication for New 19 is that they have had "point people," so that the smaller details do not have to go to everyone on SWANcom every time.

d. Treasurer Report

None.

e. Board Calendar

Reviewed as presented.

6. ACTION ITEM

Review and Approve Auditor Contract for FY2018-FY2022

Mr. Bodewes moved, seconded by Ms. Milavec, that it be

RESOLVED, THAT THE SWAN BOARD APPROVES FIVE YEAR CONTRACT FOR AUDIT SERVICES WITH LAUTERBACH AND AMEN AS PRESENTED

Motion carried by roll call vote with the following results:

Ayes: Ms. Verzani, Mr. Losey, Ms. Wittmann, Mr. Bodewes, Ms. Bukovac, Ms. Milavec.

7. ACTION ITEM

Review and Approve Actuarial Contract for FY2018-FY2022

Ms. Milavec moved, seconded by Ms. Verzani, that it be

RESOLVED, THAT THE SWAN BOARD APPROVES THE CONTRACT FOR ACTUARIAL VALUATION SERVICES WITH MENARD CONSULTING AS PRESENTED

Motion carried by roll call vote with the following results:

Ayes: Ms. Verzani, Mr. Losey, Ms. Wittmann, Mr. Bodewes, Ms. Bukovac, Ms. Milavec.

8. DISCUSSION ITEM

(Added per Bukovac request) Strategic Planning Pricing

After today's Board Meeting, a Strategic Planning Committee meeting will be held and Bukovac, a member of the Committee, asked the Board their thoughts regarding pricing and budget. Is this a budget line that we could go over budget on for the fiscal year if we felt that the facilitator would offer the best services to SWAN? The Board was open to considering all consultants, regardless of price, to ensure that we choose the best option out of our 12 respondents.

9. Next Board Meeting

The next SWAN Board Meeting will be held on May 18, 2018 at SWAN Quail Ridge at 9:30 a.m.

ADJOURNMENT

There being no further business before the Board, Vice President Wittmann called to adjourn the meeting.

Motion carried and the meeting at adjourned at 10:23 a.m.

Minutes Prepared by Brande Overbey

Respectfully Submitted,

Tiffany Verzani
Board Secretary