

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

1. Call to Order, Roll Call

President Wolff called the meeting to order at 9:29 a.m. The following Board members were present to establish a quorum.

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| a. Ted Bodewes | e. Jamie Bukovac |
| b. Rich Wolff | f. Julie Milavec |
| c. Doug Losey | |
| d. Tiffany Verzani | |

2. Introduction of Visitors/Public Comment

Aaron Skog, SWAN Executive Director
Brande Overbey, SWAN Operations Manager
Dawne Tortorella, SWAN Assistant Director
Steven Schlewitt, SWAN IT Manager (for Item #11 only)
Tuki Sathaye, Director of Itasca Community Library
Sharon Swanson, RAILS Staff Accountant

3. ACTION ITEM

Acceptance of the July 20, 2018 SWAN Board Meeting Agenda

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

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

Motion carried by unanimous voice vote.

4. ACTION ITEM

Appoint SWAN Board Officers and Committee Members

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

RESOLVED, THAT TED BODEWES BE NOMINATED AS SWAN BOARD PRESIDENT

Bodewes accepted this nomination.

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

RESOLVED, THAT STACY WITTMANN BE NOMINATED AS SWAN BOARD VICE PRESIDENT

Wittmann previously accepted this nomination via discussion with Wolff.

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

RESOLVED, THAT TIFFANY VERZANI BE NOMINATED AS SWAN BOARD SECRETARY

Verzani accepted this nomination.

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

RESOLVED, THAT JAMIE BUKOVAC BE NOMINATED AS SWAN BOARD TREASURER

Bukovac accepted this nomination.

All Motions carried by unanimous voice vote.

Skog will be the official rep to the RAILS Consortia Committee; Wolff will be the alternate. No other changes to the Committee assignments were made.

5. ACTION ITEM

Approval of SWAN Finances for June

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

RESOLVED, THAT THE SWAN BOARD APPROVES THE PAYMENT OF BILLS FOR JUNE 1 THROUGH JUNE 30, 2018 AND ACCEPTS THE BALANCE SHEET AND DETAIL OF EXPENDITURES FOR JUNE 2018 AS PRESENTED

Motion carried by roll call vote with the following results:

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

Discussion was held about the preliminary and unaudited FY18 budget. Skog will present to the Board the individual budget lines and explain any variances that occurred.

6. ACTION ITEM

Acceptance of the June 15, 2018 SWAN Board Meeting Minutes

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

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE JUNE 15, 2018 SWAN BOARD MEETING MINUTES AS PRESENTED

Motion carried by unanimous voice vote.

7. ACTION ITEM

Acceptance of the June 28, 2018 SWAN Board Strategic Planning Committee Meeting Minutes

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

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE JUNE 28, 2018 SWAN BOARD STRATEGIC PLANNING COMMITTEE MEETING MINUTES AS PRESENTED

Motion carried by unanimous voice vote.

REPORTS

a. Board President Report

Wolff shared information on Calumet Park Public Library, and discussion was held on the recent article in the Tribune which was included in this month's board packet. The Board discussed the ramifications of that issue, and how SWAN could potentially lend support to directors in distress in the future.

b. Executive Director Report

Skog shared that SWAN will be sponsoring an ILA luminary award for employee Kate Boyle, who recently passed away. Boyle worked with RAILS and SWAN for 39 years. We will be working to raise funds in her honor for this luminary recognition. Skog and the Board also discussed interim services and leadership for the Member Services department.

c. Operations Report

Reviewed as presented.

d. Treasurer Report

None.

e. Board Calendar

Reviewed as presented.

8. ACTION ITEM

Approve SWAN Fund Transfers from Money Market Account to Operating Account

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

RESOLVED, THAT THE SWAN BOARD APPROVES THE FUND TRANSFER OF \$100,000 FROM MAXSAFE MONEY MARKET ACCOUNT TO THE SWAN OPERATING ACCOUNT

Motion carried by roll call vote with the following results:

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

9. ACTION ITEM

RAILS FY20 Support Grant: Review and Approve

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

RESOLVED, THAT THE SWAN BOARD APPROVES THE RAILS FY20 SUPPORT GRANT TO SWAN AS PRESENTED

Motion carried by roll call vote with the following results:

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

Skog reviewed this document with the Board in detail, as presented in the packet.

10. DISCUSSION ITEM

Strategic Planning Update

Skog, Bukovac, Bodewes and Milavec shared information about how the stakeholders being interviewed in the process were determined, and how the townhall meetings will work in the coming weeks. The Board felt that deciding upon a few alternates for the interviews would be a good decision, since we have not received affirmative responses from all invited yet. Jamie Paicely from Steger-South Chicago Heights Public Library District and Pierre Gregoire from Frankfort Public Library District were the two alternates selected.

11. DISCUSSION ITEM

Electronic Participation for Membership Meetings

Skog provided an overview of the document as presented in the packet, and the Board discussed the attorney recommendations. Skog provided his recommendation on this matter, which was also included in the packet's report. OMA does not allow for electronic voting. These findings will be presented at the next Quarterly meeting. Bodewes asked that this be added to the agenda next month as well.

12. Next Board Meeting

The next SWAN Board Meeting will be held on August 10, 2018 at SWAN Quail Ridge at 9:30 a.m. This meeting was moved on 2/16/18 to accommodate the SWANstravaganza event on August 17th.

ADJOURNMENT

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

Motion carried and the meeting at adjourned at 10:57 a.m.

Minutes Prepared by Brande Overbey

Respectfully Submitted,

Tiffany Verzani
Board Secretary