SWAN Outreach Users Group Meeting
Friday, January 25th, 2019 9:30 a.m.-12:00 p.m.
RAILS Main Meeting Room

1. **Introduction:** David Kelsey opened the meeting to the first SWAN Outreach User Group Meeting.

2. **Present:** Julie Lombardo and Deidra from (WRS), Amilcar Perez (FPS), Mary Schueren (INS), Jamin Giel (ESS), Crystal Garcia (CSD), Ridgeway Burns (HDS), Lynda (SCD), Crystal Vela (SWAN).

3. **SWAN Updates:** Crystal thanked everyone for their patience during the Azure migration. The next big project we have coming up is the migration of Green Hills Public Library.

4. **Review/Update of Outreach Module best practices and procedures meetings:** Crystal showed where to find the best practices and standards for the Outreach module on the website; as well as where to find the meeting documents and future meeting dates.

5. **Training:** Lynda shared her expertise with the group on how to add histories to a patron outreach account. She also went over creating interests and searching for interests. There were handouts distributed for the group to take back and practice one.

6. **Sharing of Outreach Initiatives in Your Community:**

   a. SCD-David passed around sensory bags and stuffed animals for near end of life patrons. They have 280 outreach patrons. They circulate laptops and projectors to facilities.
   b. INS: Is not currently using the Outreach module, they have relationships with senior living, assisted living and memory care facilities.
   c. HDS: They are not using the module currently. They do circulate program boxes, people come in and check these materials out. They include a book and snacks, sometimes they will include a free book that the patron can keep. They have portable CD, DVD players. They are also working on creating a sensory processing kit.
   d. FPS: They have around 20 Homebound patrons, they are not using the Outreach Module. They asked what type of materials do other libraries circulate and if libraries aren't using the module how are libraries keeping track of their patrons reading history?
      i. Most libraries that aren't using the module keep large spreadsheets.

e. CSD: Carol Stream library is currently undergoing through a lengthy renovation project. They are partnering with nearby facilities to bring programs to the
f. ESS: They have 105 homebound patrons. They have a book club, literary film club and do Alzheimer programing at the facilities that they work with. They are currently working on creating fidget aprons as well as a trivia day program.
g. WRS: Currently have 6 Outreach patrons. They are using the Outreach Module. They are working diligently on creating promotional materials to grow this program.