

SWAN BOARD MEETING MINUTES
800 Quail Ridge Drive, Westmont IL 60559

March 15, 2019

1. **Call to Order, Roll Call**

President Bodewes called the meeting to order at 9:31 a.m. The following Board members were present to establish a quorum.

- a. Ted Bodewes
- b. Doug Losey
- c. Julie Milavec
- d. Tiffany Verzani
- e. Rich Wolff

Wittmann and Bukovac were absent.

2. **Introduction of Visitors/Public Comment**

Edith Craig, Saint Charles Public Library
Dawn Bussey, Glen Ellyn Public Library
David Sieffert, Bensenville Community Public Library
Aaron Skog, SWAN Executive Director

There was no public comment.

3. **Action Item**

Acceptance of the March 15, 2019 SWAN Board Meeting Agenda

Wolff moved, seconded by Losey that it be

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE MARCH 15, 2019 SWAN BOARD MEETING AGENDA AS PRESENTED

Motion carried by unanimous voice vote.

4. **Action Item**

Approval of SWAN Financials, February 2019

Wolff moved, seconded by Milavec that it be

RESOLVED, THAT THE SWAN BOARD APPROVES THE PAYMENT OF BILLS FOR FEBRUARY 1 THROUGH FEBRUARY 28, 2019 AND ACCEPTS THE BALANCE SHEET AND DETAIL OF EXPENDITURES FOR FEBRUARY 2019

Motion carried by roll call vote with the following results:
Ayes: Milavec, Bodewes, Losey, Verzani, Wolff

5. **Action Item**

Acceptance of the February 5, 2019 SWAN Committee of the Whole Meeting Minutes

Verzani moved, seconded by Milavec that it be

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE FEBRUARY 5, 2019 SWAN COMMITTEE OF THE WHOLE MEETING MINUTES AS PRESENTED

Motion carried by unanimous voice vote.

Note: Item # 2 Introduction of Visitors – correction: last name for Jane ~~Jensen~~ Jenkins.

6. **Action Item**

Acceptance of the February 15, 2019 SWAN Board Meeting Minutes

Wolff moved, seconded by Losey that it be

RESOLVED. THAT THE SWAN BOARD ACCEPTS THE FEBRUARY 15, 2019 SWAN BOARD MEETING MINUTES AS PRESENTED

7. **Reports**

a. **Board President Report**

Bodewes thanked Milavec for doing the Committee of the Whole Strategic Planning Presentation. The Quarterly Meeting was good. Having SWAN staff present was very helpful, putting faces to names. It was a good Quarterly meeting for a lot of reasons.

b. **Executive Directors Report**

The Delivery Label Automation was shown and discussed. It has been well received amongst the libraries. Skog has an ongoing discussion with Attorney regarding 501c3. Hopefully will have updates in April, if not by May.

Some discussion and questions arose:

Losey: If SWAN becomes 501c3 will that change the IMRF option. Skog replied: It could become opened again but once you are in, you can never leave again. If the board wants to look at that again, we could. We can put on the check list.

Edith Craig: Who are the 8 people on the Clarity Task Force. Skog replied he does not have that yet. The first meeting will be April 3rd. Once the agenda is posted, the people will be listed at that point.

Skog indicated we are doing an investigation into a group called BLUEcloud Acquisitions. Amanda Kieser (SCD) and Rebecca Bartlett (LGS) discussed with Skog. Goal is to get in early while it is still in development. We feel there is enough going on with acquisitions in SWAN so we want to have a hand in the direction it is going.

Wolff: Budget question: Board Financials Sum of the outstanding: is it greater the \$100,00.00? Skog will get information for the Board.

Cataloging Advisory Meeting had over 40 people. Scott Brandwein discussed what they are looking at as far as cataloging standards. A lot of great questions were asked. The quarterly meeting had some discussion on the "purge". Bodewes wished it was uniform.

Wolff: There is a lot of confusion between what is Find More & Explore More. Wolff commented on how SWAN needs to be more proactive. When does SWAN take control of the message. It is unclear what the message is from RAILS. Try to get our information out from our prospective on it. Skog commented he can give more information at the next Quarterly Meeting. Wolff would like to see Skog stay on it and get ahead of the game. Protect our interest, protect SWAN. Wolff would like to see more information in the SWAN Newsletter.

Membership Realignment – No issues/concerns from the board. Wolff commented on the strong Management team SWAN has.

- c. **Operations Report**
No further discussion
- d. **Treasurer Report**
No report
- e. **Board Calendar**
No further discussion

8. **Action Item**

Ratify the FY20 Budget

Wolff moved, seconded by Verzani that it be

RESOLVED THAT THE SWAN BOARD APPROVES TO RAFITY THE FY20 BUDGET

Motion carried by unanimous voice vote.

9. Action Item

Set Personnel Committee Meeting Date
April 12th

10. Action Item

Approve Revised Vendor Access Policy

Bodewes moved, seconded by Wolff, that it be

RESOLVED THAT THE SWAN BOARD APPROVES THE REVISED VENDOR ACCESS POLICY

Motion carried by unanimous voice vote.

11. Next Board Meeting

The next SWAN Board Meeting will be held on April 12, 2019 at SWAN Quail Ridge at 9:30 a.m.

12. Adjournment

10:23 A.M.

Minutes Prepared by Ginny Blake

Respectfully Submitted,

Tiffany Verzani
Board Secretary