SWAN Administrators' Quarterly Meeting Minutes

Oak Brook Public Library
600 Oak Brook Road
Oak Brook, IL 60523
December 5, 2019 10:00 a.m.

1. **Call to Order and Welcome**
   President Bodewes called the meeting to order at 10:00 a.m. Wittmann, Jenkins, Wagner, Bussey and Milavec were present to establish a quorum

2. **Public Comment**
   No public comment

3. **Introduction of New Library Directors**
   Leighton Shell – Stickney-Forest View Public Library District

4. **Action Item - Approval of the September 5, 2019 Quarterly Meeting Minutes**
   Benjamin Weseloh (WCD) moved to approve the September 2019 Quarterly meeting minutes, seconded by Julie Milavec (DGS). Motion carried by unanimous voice vote.

5. **Information Item - Strategic Plan 2019-2023 Update**

   An overview of the Strategic Plan was given by Skog.

   Discussion Item – Clarity Task Force Findings & Recommendations

   Kerry Halter (BLD), Angela Romano (OLS), Michelle Kurczak (MED), Colleen White (OPS) and Amy Pretchel (DGS) were present to discuss their findings. Discussion began with identifying and addressing membership dissatisfaction among the libraries. Michelle discussed the 4 methods of research. Kerry talked about the purpose of SWAN, how do we define and view SWAN. She talked about the clusters of concerns & interest. Angela discussed HOLD concerns. Michelle discussed technical processes, focusing on Combo Packs.   In conclusion, the Clarity Task Force stressed that issues are solvable. Increased standardization, with options will help both the patron and staff experience. Movement toward more uniform options will be gradual and progress at any rate needs to be celebrated. Regardless of platform, creative solutions, and strategic direction, our large consortium will continue to have challenges related to holds and searching of our large bibliographic database and extensive electronic resources.

Q&A – What is the next step with these findings.
Would like to see Directors have discussion with their managers. Action steps will be incorporated into the SWAN Tactical Plan. Skog will have an announcement coming out for providing feedback.

6. **Discussion Item – SWAN Board Research into 501c3**
   Bodewes discussed the background of the strategic plan for becoming a 501c3. He explained membership, voting and adhering to OMA, SWAN as an Intergovernmental Institution and revising the SWAN Bylaws. Bodewes continued to discuss the conversion and the complications that go along with it, which include the impact on SWAN's health insurance benefits, and ability to fundraise. Bodewes asked the members what they would like to see the next step to be.

   Conclusion from members would be to see SWAN have another discussion on this topic, as well as advisory voting and continue to look into the funding aspect.

7. **Discussion Item – Overview of the New SirsiDynix BLUEcloud Acquisitions Pilot**

   Sam Dietel discussed the purpose of the BLUEcloud Acquisitions pilot, the takeaways and the next steps. It is still a pilot product and does not have the feature set our members need at this time. Since SWAN libraries participated in the pilot, we are eligible to participate in production when the feature set is robust enough. SWAN staff will continue to work within the BLUEcloud Acquisitions environment, testing new features with each release.

8. **Announcements and Questions**.

   BLUECloud has moved up to another version. Enterprise upgrade to 5.0.1 will go live on December 18th. Symphony upgrade coming soon.

   NOTED: Item #5 was discussed after Item #6 on the agenda.

   Next meeting: March 5, 2020

   Adjournment: 11:45 a.m.

   Minutes Prepared by Ginny Blake

   Respectfully Submitted,

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