

SWAN BOARD MEETING MINUTES

February 21, 2020 9:30 a.m.
SWAN 800 Quail Ridge Drive, Westmont, IL

1. Call to Order, Roll Call

President Bodewes called the meeting to order at 9:32 a.m. The following Board members were present to establish a quorum.

- a. Ted Bodewes
- b. Jamie Bukovac
- c. Dawn Bussey
- d. Jane Jenkins
- e. Julie Milavec
- f. Robin Wagner
- g. Stacy Wittmann

2. Introduction of Visitors/Public Comment

Aaron Skog, SWAN Executive Director
Dawne Tortorella, SWAN Assistant Director
Ginny Blake, SWAN Office Manager
Edith Craig, St. Charles Public Library

No public comment.

3. Action Item

Acceptance of the February 21, 2020 SWAN Board Meeting Agenda with changes noted.

Bukovac moved, seconded by Wittman that it be

RESOLVED, THAT THE SWAN BOARD amends the agenda to add a closed session
ACCEPTS THE FEBRUARY 21, 2020 SWAN BOARD MEETING AGENDA AS PRESENTED

Motion carried by unanimous voice vote.

4. Closed Session

EXECUTIVE SESSION FOR THE PURPOSES OF DISCUSSING "THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY OR LEGAL COUNSEL FOR THE PUBLIC BODY." 5 ILCS 120/2(C) (1).

Milavec moved, seconded by Bukovac, that it be

RESOLVED, THAT THE SWAN BOARD GO INTO EXECUTIVE SESSION AT 9:36 AM

Motion carried by roll call vote with the following results:

Ayes: Bodewes, Bukovac, Bussey, Jenkins, Milavec, Wagner, Wittmann

Milavec moved, seconded by Bukovac, that it be

RESOLVED, THAT THE SWAN BOARD RECONVENE AT 10:18 AM

Motion carried by roll call vote with the following results:

Ayes: Bodewes, Bukovac, Bussey, Jenkins, Milavec, Wagner, Wittmann

5. Action Item

Approval of SWAN Financials, February 2020

Bukovac moved, seconded by Milavec that it be

RESOLVED, THAT THE SWAN BOARD APPROVES THE PAYMENT OF BILLS FOR JANUARY 1, 2020 THROUGH JANUARY 31, 2020 AND ACCEPTS THE BALANCE SHEET AND DETAIL OF EXPENDITURES FOR JANUARY 2020 AS PRESENTED

Motion carried by roll call vote with the following results:

Ayes: Bodewes, Wittmann, Bussey, Wagner, Bukovac, Milavec, Jenkins

6. Action Item

Acceptance of the January 17, 2020 SWAN Board Meeting Minutes

Bukovac moved, seconded by Wittmann that it be

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE JANUARY 17, 2020 SWAN BOARD MEETING MINUTES AS PRESENTED

Motion carried by unanimous voice vote

7. Action Item

Acceptance of the February 4, 2020 SWAN Committee of the Whole Meeting Minutes

Bukovac moved, seconded by Milavec that it be

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE FEBRUARY 4, 2020 COMMITTEE OF THE WHOLE MEETING MINUTES AS PRESENTED

Motion carried by unanimous voice vote.

8. Reports

a. Board President Report

Bodewes discussed and reviewed the procedure for Skog's review.

b. Executive Director Report

Skog summarized the discussion and recommendations from the Clarity Task Force. Skog will be making action steps for 2020. Skog discussed the ByLaws Review for the March Quarterly meeting. The FY21 Budget will be presented and is set for approval at the March Quarterly Meeting.

c. Operations Report

The board had a brief discussion on the Online Patron Registration. Bibliographic Database will have upgrade starting Sunday, February 23 and will be offline most of Monday, February 24th.

d. Treasurer Report

No report

e. Board Calendar

Reviewed and discussed the action item "Closed session minutes 6-month review" on the schedule for today.

9. Discussion Item

Update on EBSCO Group Purchase for SWAN Libraries

General questions from member libraries was discussed. The 18 libraries that would prefer not to pay was discussed. Skog explained the 3 funding options. Skog will present all 1 funding option to the membership at the Quarterly Meeting in March.

10. Discussion Item

Update on SirsiDynix Agreement Extension

Skog met with our new representative to discuss extension. Skog recapped the goals for the contract extension.

11. Discussion Item

Board Election Timetable

There are two positions up for election, President and Treasurer.

Election process will be announced at the Quarterly Meeting in March.

Bodewes would like to have the June Board Meeting at Thomas Ford Library.

12. Discussion Item

March 5, 2020 Quarterly Meeting Agenda

Action Item #6 & #7 should be switched. Discussion on “going fine free” will be on the agenda.

12: Next Board Meeting

The next SWAN Quarterly Meeting of Directors & Administrators will be held on March 5, 2020 at Oak Brook Public Library at 10:00 a.m.

The next SWAN Board Meeting will be held on March 20, 2020 at SWAN Quail Ridge at 9:30 a.m.

Adjournment

Minutes Prepared by Ginny Blake

Respectfully Submitted,

Dawn Bussey

Board Secretary