

SWAN Board Meeting Minutes

September 18, 2020 9:30 a.m.
Online Meeting
Per Illinois Public Act 101-0640
Meeting recording
<https://youtu.be/o9sr5p7pKks>

1. Call to Order, Roll Call

President Bodewes called the meeting to order at 9:30 a.m. The following Board members were present to establish a quorum.

- a. Jesse Blazek
- b. Ted Bodewes
- c. Dawn Bussey
- d. Jennifer Cottrill
- e. Jane Jenkins
- f. Julie Milavec
- g. Stacy Wittmann

2. Introduction of Visitors/Public Comment

Aaron Skog, SWAN Executive Director
Dawne Tortorella, SWAN Assistant Director
Ginny Blake, SWAN Business Manager

No public comment

3. Action Item

Acceptance of September 18, 2020 SWAN Board Meeting Agenda

Cottrill moved, seconded by Milavec that it be

RESOLVED, THAT THE SWAN BOARD APPROVED THE SEPTEMBER 18, 2020 SWAN BOARD MEETING AGENDA AS PRESENTED

Motion carried by roll call vote with the following results:
Ayes: Blazek, Bodewes, Bussey, Cottrill, Jenkins, Milavec, Wittmann

4. Action Item

Approval of SWAN Financials, July 2020

Cottrill moved, seconded by Milavec that it be

RESOLVED, THAT THE SWAN BOARD APPROVES PAYMENT OF BILLS FOR JULY 1, 2020 TO JULY 31, 2020 AND ACCEPTS THE BALANCE SHEETS AND DETAIL OF EXPENDITURES FOR JULY 2020 AS PRESENTED

Motion carried by roll call vote with the following results:

Ayes: Blazek, Bodewes, Bussey, Cottrill, Jenkins, Milavec, Wittmann

5. Action Item

Approval of Financials, August 2020

Cottrill moved, seconded by Milavec that it be

RESOLVED, THAT THE SWAN BOARD APPROVES PAYMENT OF BILLS FOR AUGUST 1, 2020 TO AUGUST 31, 2020 AND ACCEPTS THE BALANCE SHEETS AND DETAIL OF EXPENDITURES FOR AUGUST 2020 AS PRESENTED

6. Action Item

Approval of July 17,2020 Board Meeting Minutes

Cottrill moved, seconded by Milavec that it be

RESOLVED, THAT THE SWAN BOARD APPROVED THE JULY 17, 2020 SWAN BOARD MEETING AS PRESENTED

Motion carried by roll call vote with the following results:

Ayes: Blazek, Bodewes, Bussey, Cottrill, Jenkins, Milavec, Wittmann

7. Reports

a. Board President Report

Bodewes welcomed Jesse Blazek to the SWAN Board.

Executive Report

Skog gave an update to the COVID-19 Crisis as well as the Quarantine Survey Results. Almost all libraries are back to Resource Sharing. The RAILS LLSAP Grant Funding application for FY22 has been completed. Skog discussed how the numbers have been affected by COVID-19 in relation to the formula for 2022 membership fees. Skog discussed briefly the monthly financial report, both Accounts Receivable and Accounts Payable and updated the Board. The Board members are pleased with the new fiscal year financial reports/layout. A discussion amongst the Board members on EBSCO fees going forward was discussed. The membership fee for Villa Park Public Library was discussed and the situation was explained, and a decision was made going forward. A

discussion continued with a background and explanation of Aspen by Skog. The budget consideration would be a double payment while the transition happens from Enterprise to Aspen. An explanation on a possible charge from SirsiDynix for the switch was given as well. Skog recommended to make a payment to ByWater and move forward with a pilot with our member libraries. The board is ready to move forward. The FY22 Budget Timeline was explained and discussed.

- b. Skog will make corrections and updates to the Board Calendar.

Operations Report

The planning for the new libraries is going very well. Training is currently going on. The chart for checkouts was discussed with commenting on weekends being dropped since COVID-19. The chart on "Holds" was explained as well. The Baker and Taylor rental collection had its first batch, was processed, and sent out to fill holds.

The next SWAN Board Meeting will be October 16, 2020 at 9:30 a.m.

Adjournment

Board meeting adjourned at 10:26 a.m.

Cottrill moved, seconded by Milavec that it be

Motion carried by roll call vote with the following results:

Ayes: Blazek, Bodewes, Bussey, Cottrill, Jenkins. Milavec, Wittmann

Minutes Prepared by Ginny Blake

Respectfully Submitted,

Julie Milavec

Board Secretary