

SWAN Board Meeting Minutes

January 22, 2021 9:30 a.m.
Online Meeting
Per Illinois Public Act 101-0640

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

Note: The video transmission was recovered at 9:36 a.m. which did not capture call to order/roll call and introduction of guests.

2. Introduction of Visitors/Public Comment

Aaron Skog, SWAN Executive Director
Dawne Tortorella, SWAN Assistant Director
Ginny Blake, SWAN Business Manager
Deirdre Brennan, Executive Director – RAILS
Monica Harris, Associate Executive Director – RAILS
Anne Slaughter, Director of Technology Services – RAILS
Paul Mills, Executive Director – Fountaindale Public Library District
Tim Jarzemsky, Director – Bloomingdale Public Library
Christyn Rayford, Director – South Holland Public Library, left at 10:08 a.m.

No public comment

3. Action Item

Acceptance of January 22, 2021 SWAN Board Meeting Agenda

Milavec moved, seconded by Bussey that it be

RESOLVED, THAT THE SWAN BOARD APPROVED THE JANUARY 22, 2021 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. Discussion Item

RAILS LLSAP FY22 Funding

Paul Mills began the discussion with his background in the library system and his perspective on the system. Deirdre Brennan discussed the basis of how RAILS funding is calculated, (area, per capita). Anne Slaughter explained the LLSAP budget, the funding, the increasing of the pie and the formula. Ted Bodewes thanks the RAILS group for their explanation of the LLSAP funding.

5. Action Item

Approval of the SWAN Financials, December 2020

Milavec moved, seconded by Bussey that it be

RESOLVED, THAT THE SWAN BOARD APPROVED THE DECEMBER 1, 2020 THROUGH DECEMBER 31, 2020 AND ACCEPTS THE BALANCE SHEETS AND DETAIL OF EXPENDITURES FOR DECEMBER 2020 AS PRESENTED

Motion carried by roll call vote with the following results:

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

6. Action Item

Acceptance of December 18, 2020 SWAN Board Meeting Minutes

Milavec moved, seconded by Bussey that it be

RESOLVED, THAT THE SWAN BOARD APPROVED THE DECEMBER 18, 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. Action Item

Acceptance of the January 12, 2021 Committee of the Whole Meeting Minutes

Milavec moved, seconded by Bussey that it be

RESOLVED, THAT THE SWAN BOARD APPROVED THE JANUARY 12, 2021 COMMITTEE OF THE WHOLE MEETING MINUTES AS PRESENTED

Milavec moved, seconded by Bussey that it be

Motion carried by roll call vote with the following results:

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

8. Action Item

Authority to pay bills for January 2021 through June 2021

RESOLVED, THAT THE SWAN BOARD AUTHORIZES THE EXECUTIVE DIRECTOR TO SIGN ALL CHECKS AND PAYMENTS, AND FOR THE SECOND SIGNATURE WILL UTILIZE THE TREASURER'S STAMP WITH PRIOR APPROVAL ELECTRONICALLY, UNTIL JUNE 30, 2021

Milavec moved, seconded by Bussey that it be

Motion carried by roll call vote with the following results:

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

9. Reports

a. **Board President Report**

Bodewes thanked the SWAN team again for being so agile during this pandemic.

b. **Executive Report**

An orientation with new directors will be promoted again by Skog. The online process of voting is still in progress. The budget process was discussed along with the removal of Niche Academy but KitKeeper will remain. The budget presentation will be coming up in two weeks.

c. **Operations Report**

Reviewed as presented. Skog discussed the data charts provided in the packet. The priorities within the IT Department: Migrating out the server and the laptop replacement for SWAN Staff, The Aspen Pilot is underway with our libraries.

d. **Treasurers Report**

None

e. **Board Calendar**

Two outstanding action items: closed session minutes six-month review and succession plan document.

10. Discussion Item

EBSCO Group-purchase year – 2-year renewal

Skog discussed the memo that will go out to the libraries along with timeline, process and resolutions. A straw poll was a suggestion, but the Board decided to just focus on the mechanics of the vote.

11. Discussion Item

SWAN Fiscal Year 2022 Draft Budget

The budget highlights were explained by Skog. The reduced expenses, the three new libraries, along with the reduced revenue and the Aspen Discovery Catalog.

12. Adjournment

The Board Meeting adjourned at 10:46 a.m.

Milavec moved, seconded by Bussey 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