

SWAN Administrators' Quarterly Meeting Minutes

March 3, 2022

10:00 a.m. – 12 p.m.

Meeting recording available

<https://youtu.be/o3qbDiA2VCo>

1. Call to Order and Welcome

Vice President Cottrill called the meeting to order at 10:02 a.m. Blazek, Bussey, Cottrill, Jarzemsky, Jenkins, present to establish a board quorum.

2. Public Comment

No public comment

3. Introduction of New Library Directors and Visitors

Chris Sloan – Director - Bensenville Public Library

Amy Franco – Director – Hillside Public Library

Rachel Snyder – Director - Worth Public Library

Linda Sokol Francis Brookfield Library – Yesennia Ruiz – Head of Technical Services

4. Introduction Item – Live voting platform demonstration

Skog reviewed the live platform instructions and went over a practice vote.

5. Action Item – Approval of the December 2, 2021, Quarterly meeting minutes

Dawn Bussey motioned; seconded by Jane Jenkins.

Vote took place with the following results:

59 Yes

0 No

2 Abstain

6. Action Item – Approval of the fiscal year 2023 budget & membership fees

Skog discussed the budget highlights listed in the packet. He also discussed the 2022 priorities: Aspen Discovery, Security initiative with Sikich LLP, and BLUEcloud Staff. The EBSCO database group-purchased has been updated with the pricing and is in the packet. An overview of the SWAN reserves was given as well. A few questions were brought up amongst the library: Will SWAN staff return to its office headquarters on a more regular basis? Can the SWAN headquarters office be used for Quarterly meetings?

The Beanstack project expense was questioned as an area where SWAN staff should be spending time on within the consortia's projects.

Dawn Bussey motioned; 2nd Jane Jenkins seconded

Vote took place with the following results:

52 yes

6 no

1 abstain

7. Action Item – Approval of amending the fiscal year 2022 budget for Aspen fines payment integration

Skog gave an overview of the Proposed motion to add a budget line for the e-commerce transitions.

Dawn Bussey motioned; Jane Jenkins seconded

Vote took place with the following results:

55 yes

2 no

1 abstain

8. Information Item – Planned downtime for Sunday, April 17, 2022

Steven Schlewitt gave an overview of the downtime for system maintenance. A poll of libraries open on Easter Sunday was completed with 56 libraries being closed, and 4 indicating they were open.

9. Information Item – SWAN analysis of rental collection pilot with Baker & Taylor

Dawne Tortorella & Scott Brandwein gave an overview of the Rental collections analysis with our vendor Baker & Taylor.

A poll was taken to gauge interest in the collection pilot.

31 voted interested

16 need more info

6 not in favor

10. Information Item – Aspen Discovery progress report & final steps remaining

Tara Wood gave an update on the Aspen roll out. A few key dates were given, updating links

11. Information Item – Board election Timetable

The upcoming board election timetable was given by Skog as presented. Three seats are available on the SWAN Board. We will utilize an electronic ballot.

12. Announcements and Questions

None currently.

Next meeting June 2, 2022

Adjourned at 11:44 am

Minutes Prepared by Ginny Blake

Respectfully Submitted,