

# SWAN Administrators' Quarterly Meeting Minutes

June 2, 2022

10:00 a.m. – 12 p.m.

Oak Brook Public Library

600 Oak Brook Road Oak Brook, IL 60523

## 1. Call to Order and Welcome

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

## 2. Public Comment

No public comment

## 3. Introduction of New Library Directors and Visitors

Bodewes asked for all library directors and library staff present to announce their name

## 4. Action Item – Approval of the March 3, 2022, Quarterly meeting minutes

Jarzemsky (Bloomington Public Library) motioned, seconded by Milavec (Downers Grove Public Library). Motion carried by unanimous voice vote.

## 5. Information Item – 2022 SWAN Board Election Results

The election has end with the following new board member elected: Jesse Blazek, Anna Wassenaar and Colleen Waltman.

## 6. Information Item – Library performance metrics: a comparison against 2019 data

Skog discussed the performance metrics as shown in the power point presentation.

## 7. Information Item – Library Cards for Nonresidents

Skog enclosed a copy of the actual bill and outlined the guidelines for “issuing Non-Residents under the age of 18 a library card”. A brief discussion was ensued.

## 8. Information Item – Birds of a Feather: SWAN Community Forums update

A brief update was given on the Birds of a Feather forum.

## 9. Information Item – SWAN Training & Learning Management System

Skog discussed the training & learning management system.

**10. Information Item – SWAN Passport Idea**

The idea for this came from a staff member at one of the libraries. Skog explained this program. A survey was sent as well, and the survey results are shown in the power point presentation as well as online.

**11. Information Item – Announcements and Questions**

Skog gave an update on the SWAN EXPO is August 19<sup>th</sup> at Moraine Valley Community College.

**12. Next Quarterly meeting September 1, 2022**

Bodewes adjourned the meeting at 10:57 a.m.

Minutes Prepared by Ginny Blake

Respectfully Submitted,