

SWAN Board Meeting Minutes

July 15, 2022, 9:30 a.m.
Midlothian Public Library
14701 S. Kenton Avenue
Midlothian, IL 60445

1. Call to Order, Roll Call

President Bodewes called the meeting to order at 9:35 a.m. The following Board members were present to establish a quorum.

- a. Jesse Blazek
- b. Ted Bodewes
- c. Jennifer Cottrill
- d. Charity Gallardo
- e. Tim Jarzemsky – arrived 9:37 a.m.
- f. Anna Wassenaar
- g. Colleen Waltman

2. Introduction of Visitors/Public Comment

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

No public comment

3. Action Item

Acceptance of the July 15, 2022, SWAN Board Meeting Agenda

Gallardo moved, seconded by Blazek that it be

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE JULY 15, 2022
SWAN BOARD MEETING AGENDA AS PRESENTED

Motion carried by unanimous voice vote:

4. Action Item

Approval of SWAN Board Officers and Committee Members

Wassenaar moved, seconded by Gallardo that it be

RESOLVED, THAT THE SWAN BOARD APPROVES THE OFFICERS AS FOLLOWS:

TED BODEWES BE NOMINATED AS SWAN BOARD PRESIDENT

Bodewes accepted this nomination

RESOLVED, THAT JENNIFER COTTRILL BE NOMINATED AS SWAN BOARD VICE-PRESIDENT

Cottrill accepted this nomination

RESOLVED, THAT TIM JARZEMSKY BE NOMINATED AS SWAN BOARD TREASURER

Jarzemsky accepted this nomination

RESOLVED, THAT JESSE BLAZEK BE NOMINATED AS SWAN BOARD SECRETARY

Blazek accepted this nomination

Skog will be the Official Representative to the RAILS Consortia Committee:
Jarzemsky will be the alternate

Personnel Committee: Bodewes and Jarzemsky accepted the positions

Finance Committee: Blazek and Waltman accepted the positions

By-Laws Committee: Waltman accepted the position, Koll was assigned

Strategic Planning Committee: Cottrill, Wassenaar and Blazek accepted the positions

Motion carried by unanimous voice vote

5. Action Item

Approval of the SWAN Financials, June 2022

Jarzemsky moved, seconded by Gallardo that it be

RESOLVED, THAT THE SWAN BOARD APPROVES THE PAYMENT OF BILLS FOR JUNE 1 THROUGH JUNE 30, 2022, AND ACCEPTS THE BALANCE SHEET AND DETAILS OF EXPENDITURES FOR JUNE 2022 AS PRESENTED

Motion carried by roll call vote with the following results:

Ayes: Blazek, Bodewes, Cottrill, Gallardo, Jarzemsky, Wassenaar, Waltman

6. Action Item

Acceptance of June 17, 2022, SWAN Board Meeting Minutes

Blazek moved, seconded by Gallardo, that it be

RESOLVED, THAT THE SWAN BOARD APPROVES THE JUNE 17, 2022, SWAN BOARD MEETING MINUTES

Motion carried by unanimous voice vote

7. Reports

a. Board President Report

Charity Gallardo announced she will be taking a position out of state, and this will be her last meeting as a SWAN board member. Bodewes would like to appoint Dorothy Koll (Acorn Public Library District) as the replacement for Gallardo. The board agreed upon Bodewes reaching out to Koll. The board agreed not to have a board meeting in August.

b. Executive Director Report

Skog announced the resignation of Robin Hofstetter (Electronic Resources Consultant). Skog discussed the following topics in his report: GIS Research, MessageBee Research, Office Lease at QR and possibility of subletting.

c. Operations Report

Presented as reported

d. Treasurer Report

None

e. Board Calendar

The board discussed and offered their libraries as locations to have the meetings starting in September.

8. Action Item

Approval of the SWAN Board meeting calendar

Cottrill moved, seconded by Gallardo, that it be

RESOLVED THAT THE SWAN BOARD APPROVES THE SWAN BOARD CALENDAR THROUGH JUNE 16, 2023

Motion carried by unanimous voice vote

9. Discussion Item

RAILS LLSAP Sustainability Working Group memo

The board reviewed and discussed the letter from RAILS Executive Director Deirdre Brennan.

10. Discussion Item

SWAN proposal on MessageBee service with Unique Management Services

Skog explained the background of Unique Management and what they do for SWAN libraries for notification. The board discussed the proposal and decided to discuss with the members at the September quarterly meeting and possibly the COW meeting in October if needed and put to vote at the December quarterly meeting.

11. Discussion Item

Quarterly meeting Agenda for September 1st.

Members would like to see an additional discussion item on additional features in Aspen, OCLC changes, and under 18 cards for kids.

12. Adjournment

Bodewes adjourned the meeting at 11:50 a.m.

Minutes Prepared by Ginny
Blake

Respectfully Submitted,

Jesse Blazek

Board Secretary