

SWAN Administrators' Quarterly Meeting Minutes

December 1, 2022

10:00 a.m. – 12 p.m.

Oak Brook Public Library

600 Oak Brook Road Oak Brook, IL 60523

Meeting recording: <https://www.youtube.com/watch?v=2TxH42y8qzQ>

1. Call to Order and Welcome

President Bodewes called the meeting to order at 10:01 a.m. Bodewes, Cottrill, Jarzemsky, Koll, Waltman, Wassenaar present to establish a board quorum.

2. Public Comment

No public comment.

3. Introduction of New Library Directors and Visitors

Joslyn Bowling Dixon (Oak Park Public Library), Valerie Marshall (Schiller Park Public Library), Kendall Harvey (River Grove Public Library District), Jack Bower (Broadview Public Library).

4. Action Item – Approval of the September 1, 2022, Quarterly meeting minutes

Weseloh (West Chicago Public Library) motioned, seconded by Milavec (Downers Grove Public Library). Motion carried by unanimous voice vote.

5. Discussion Item – MessageBee Proposal

Skog gave a review of the MessageBee proposal with the revising of the budget.

6. Action Item – Amend the current fiscal year 2023 budget for additional MessageBee expense

Jarzemsky motioned, seconded by Milavac

Vote took place with the following results:

35 Yes

0 No

Motion passed.

7. Information Item – Addison Public Library seeking SWAN membership.

Skog gave an overview of Addison Public Libraries interest to join SWAN.

8. Information Item – Next SWAN budget (Fiscal year 2024)

Skog gave an overview of the Fiscal Year 2024 budget and timeline.

9. Information Item- SWAN data visualization with GIS maps presentation

Brandwein gave an overview of the GIS maps.

10. Information Item – SWAN holds time to fill analysis: Impact of Aspen Discovery

Brandwein gave an overview on Aspen Holds.

11. Announcements and Questions

12. Next Quarterly meeting March 2, 2023

Minutes Prepared by Ginny Blake

Respectfully Submitted,