



SWAN Committee of the Whole Meeting Administrators & Directors

February 4, 2020

10:00 a.m. – 12:00 p.m.

Oak Brook Public Library, 600 Oak Brook Road, Oak Brook, IL 60523
Meeting Room

Agenda

1. Call to Order
 2. Introduction of Visitors
 3. Discussion -- EBSCO Database Group-Purchase Opportunity for SWAN Public Libraries (Exhibit pgs. 2-10)
 4. Discussion -- Proposed FY21 Budget, Membership Fees, and Reserves (Exhibit pgs. 11-42)
 5. Discussion – SWAN ByLaws Revision (Exhibit p. 43)
 6. Next Membership Meeting: SWAN Quarterly March 5, 2020
 7. Adjourn
- (Member Comment after each agenda item)

Please note: there will be no live streaming of this meeting.

SWAN Services
800 Quail Ridge Drive
Westmont, IL 60559
Phone: 844-SWAN-LIB

SWAN Electronic Resources Group Purchase Proposal for FY2021

Robin Hofstetter, Electronic Resources Consultant, SWAN User Experience

Aaron Skog, Executive Director, SWAN

Background

SWAN's library services platform provides the ability for libraries to include select and specific online subscription content into a single search within our Enterprise system. What we call "Article Search" is a combination of EBSCO Discovery Service (sometimes called EDS) and the OpenAthens user authentication service. Libraries in SWAN individually decide on databases to subscribe to. When Robin started as the Electronic Resources Consultant at SWAN, the goal was to populate the Article Search with whatever e-content the libraries subscribed to on their own.

Starting with the configuration of all EBSCO profiles for Article Search, the first necessary task was to do an inventory of EBSCO databases and EBSCO partner databases. After Robin completed the inventory, they found that 43 of the 93 public libraries had no current paid content to add to the Article Search research discovery. Robin proposed that this would be an opportunity for SWAN to make a group purchase of database content to add to the catalog.

The SWAN Fall 2019 [usability study](#) found that patrons were able to use Article Search to successfully complete research activities. Adult patrons investigated research on topics of interest, and completed research to provide homework assistance for their children. Librarians are using it to help students find necessary articles for assignments. Robin has taught three SWAN courses so far on *Article Search for Research and Reference Support* and has another scheduled for April 2020. Although Article Search is helpful for all of SWAN, it is particularly beneficial for libraries that have subscription database content to add. Robin's goal is to even the advantage for those 43 libraries by negotiating a group purchase with EBSCO for SWAN.

Benefits of Group Purchase

Group purchasing of content is a common practice for consortia — the negotiating power and simplified licensing offer the most significant impact. SWAN libraries are already participating in OverDrive consortia for resource sharing of eBooks. The Pinnacle Library Cooperative practices group purchases for their consortium, providing OverDrive, Unique Management's chat service, ReferenceUSA, and an EBSCO database package. SWAN has arranged group purchases with EBSCO and Gale prior to the 2015 migration and adoption of Article Search.

The single license group purchase benefit will be that all SWAN libraries would have a common "baseline" of electronic content. The EBSCOadmin configurations will be simple to use as a knowledge base, and the Article Search feature in Enterprise will be loaded with valuable content available to the 1.8 million total service population of SWAN libraries. The current EBSCO licensing for 49 libraries would

be greatly simplified and the 43 libraries without electronic subscription content would finally have something to offer their communities.

Working from a position of a shared baseline of subscription e-content, we can further develop training and outreach material to help our libraries reach key community partners including business, social services, and school-based curriculum companion guides. This focused outreach and community engagement would be used as catalyst for applying for information-based grants to help SWAN libraries promote and expand use of electronic information resources. Access to electronic information can be immediate for our service population as we integrate online patron registration with access to these resources (online patron registration is under development and expected to be operational by end of FY20).

[See https://connect.ebsco.com/s/article/EBSCO-Discovery-Service-EDS-Best-Practices-Guide-Promotion-Training?language=en_US]

EBSCO Negotiations

Early in 2019, Robin approached the EBSCO sales team. EBSCO stated that most database subscriptions were contracted using RAILS database packages, and EBSCO would not work with SWAN directly to license any databases that were within the RAILS packages.

Robin reached out to Leila Heath, Library Resources and Programs Manager at RAILS. Robin and Leila worked together to negotiate with EBSCO. Leila worked for all RAILS libraries looking for rate consistency, and Robin focused on a SWAN group purchase, billed through RAILS from EBSCO. The RAILS package through EBSCO are in two tiers called “Package A” and “Package B,” with B being the more expensive having a maximum of 17 selected databases.

Partnered with RAILS, SWAN had a higher negotiating power. Currently, 16 libraries have “Package A” at a price of just over \$87,000, 25 libraries have “Package B” at just over \$247,000. Within SWAN, 8 libraries have sets of EBSCO packages they negotiate outside of RAILS for just over \$94,000. Currently, SWAN subscriptions total up to a current EBSCO sale to just over \$429,000.

Leila and Robin proposed that EBSCO work with RAILS for a SWAN library-wide single license for “Package B.” SWAN would have a contract with RAILS and the license would be signed by RAILS with EBSCO.

These joint negotiations resulted in EBSCO offering a SWAN-wide subscription for 92 public libraries at \$420,000 which is a lower total cost than the 46 libraries are paying currently combined.

SWAN Board Group-Purchase Recommendation

All public libraries in SWAN would receive a 51% decrease in the RAILS “Package B” tiered pricing through total participation in a SWAN group purchase. The SWAN Board discussed the group-purchase at its January meeting and supports the effort to have all 92 public libraries in SWAN participate.

SWAN staff would coordinate the licensing, configuration within the catalog, and authentication. Each library can make some decisions around selection each year to compile the 17 databases they get in “Package B.” Robin will work with libraries on the renewals each year. As part of assisting libraries with renewals and management of databases, SWAN staff can keep track of these resources through the

BLUEcloud electronic Resource Management (eRM) tool which can provide continuity of workflow and a long-term goal of maintaining usage statistics for analysis. eRM tools can be difficult to manage for individual libraries but managed through a central service can be extremely helpful.

RAILS EBSCO A Package	RAILS EBSCO B Package
<p>SWAN libraries would no longer have Package A but would be upgraded to Package B as part of the group purchase. Provided below as background.</p>	<p>This is the group purchase package SWAN is proposing. All libraries currently using Package A will transition to the B package by July 1, 2020</p>
<p>Package A includes:</p> <ol style="list-style-type: none"> 1. ConsumerReports.org 2. Consumer Health Complete 3. MasterFILE Premier* 4. NovelList Plus <p>AND your choice of any two (2) of the following databases:</p> <ol style="list-style-type: none"> 1. Upgrade to MasterFILE Complete* 2. Academic Search Premier* 3. Biography Reference Center* 4. Education Research Complete 5. Read It! 6. History Reference Center* 7. Hobbies & Crafts Reference Center 8. Home Improvement Reference Center 9. Legal Information Reference Center* 10. Literary Reference Center* 11. Newspaper Source* 12. Poetry & Short Story Reference Center 13. Points of View Reference Center* 14. Primary Search* 15. Religion & Philosophy Collection 16. Small Business Reference Center* 17. Small Engine Repair Reference Center 18. Vocational & Career Collection 19. Children’s Core Collection 20. Middle School & Junior High Core Collection 21. Senior High Core Collection 22. Fiction (adult) Core Collection 23. Nonfiction (adult) Core Collection 24. Graphic Novels Core Collection 	<p>Package B includes:</p> <ol style="list-style-type: none"> 1. Academic Search Premier* 2. Auto Repair Reference Center 3. Business Source Premier* 4. Consumer Health Complete 5. ConsumerReports.org 6. History Reference Center* 7. Literary Reference Center* 8. MasterFILE Premier* 9. Middle Search Plus* 10. NovelList Plus 11. Points of View Reference Center* 12. Primary Search* 13. Science Reference Center* <p>AND your choice of any four (4) of the following databases:</p> <ol style="list-style-type: none"> 1. Upgrade to MasterFILE Complete* 2. Upgrade to Academic Search Complete* 3. Biography Reference Center* 4. Upgrade to Business Source Complete* 5. Education Research Complete 6. Read It! 7. History Reference Center* 8. Hobbies & Crafts Reference Center 9. Home Improvement Reference Center 10. Legal Information Reference Center* 11. Literary Reference Center Plus* 12. Newspaper Source Plus* 13. Poetry & Short Story Reference Center 14. Points of View Reference Center8 15. Primary Search* 16. Public Library eBook Collection 17. Religion & Philosophy Collection 18. Small Business Reference Center* 19. Small Engine Repair Reference Center

RAILS EBSCO A Package	RAILS EBSCO B Package
	20. Vocational & Career Collection 21. Core Collections Package, including... 22. Children’s Core Collection 23. Middle School & Junior High Core Collection 24. Senior High Core Collection 25. Fiction (adult) Core Collection 26. Nonfiction (adult) Core Collection 27. Graphic Novels Core Collection
	*Notes the database is “Article Search friendly” and is recommended

Pricing

Based on the RAILS “Package B” tiered pricing, each public library would receive a 51.7% discount with full SWAN participation. The chart below shows the comparison of EBSCO pricing.

We made every best effort to gather current pricing. The following comparison is based on RAILS EBSCO package tiers as of Monday, January 14, 2020. Option 1 is the group-purchase pricing that requires all 92 public libraries in SWAN to participate. Option 2 is what public libraries would pay for the Package B if the decision by the Membership is ultimately to not pursue the group-purchase.

SWAN Library Name	Option 1: SWAN FY21 Group- Purchase: Need Everyone to Get 52% Discount	Option 2: RAILS 2020 EBSCO "Package B" Individual Opt- in Pricing
Acorn Public Library District	\$6,460	\$12,877
Alsip-Merrionette Park Public Library District	\$4,482	\$8,934
Batavia Public Library District	\$4,482	\$8,934
Bedford Park Public Library District	\$1,515	\$3,020
Beecher Community Library District	\$2,641	\$5,265
Bellwood Public Library	\$2,641	\$5,265
Bensenville Community Public Library District	\$4,482	\$8,934
Bensenville Elementary School District #2		
Berkeley Public Library	\$2,641	\$5,265
Berwyn Public Library	\$8,813	\$17,566
Bloomington Public Library	\$4,482	\$8,934
Blue Island Public Library	\$4,482	\$8,934

SWAN Library Name	Option 1: SWAN FY21 Group- Purchase: Need Everyone to Get 52% Discount	Option 2: RAILS 2020 EBSCO "Package B" Individual Opt- in Pricing
Bridgeview Public Library	\$4,482	\$8,934
Broadview Public Library District	\$2,641	\$5,265
Brookfield Public Library	\$4,482	\$8,934
Calumet City Public Library	\$6,460	\$12,877
Calumet Park Public Library	\$2,641	\$5,265
Carol Stream Public Library	\$6,460	\$12,877
Chicago Heights Public Library	\$6,460	\$12,877
Chicago Ridge Public Library	\$4,482	\$8,934
Cicero Public Library	\$12,151	\$24,220
Clarendon Hills Public Library	\$2,641	\$5,265
Crestwood Public Library District	\$2,641	\$5,265
Crete Public Library District	\$4,482	\$8,934
Dolton Public Library District	\$4,482	\$8,934
Downers Grove Public Library	\$6,460	\$12,877
Eisenhower Public Library District	\$4,482	\$8,934
Elmwood Park Public Library	\$4,482	\$8,934
Evergreen Park Public Library	\$4,482	\$8,934
Flossmoor Public Library	\$2,641	\$5,265
Forest Park Public Library	\$4,482	\$8,934
Frankfort Public Library District	\$6,460	\$12,877
Franklin Park Public Library	\$4,482	\$8,934
Geneva Public Library District	\$6,460	\$12,877
Glen Ellyn Public Library	\$4,482	\$8,934
Glenwood-Lynwood Library District	\$4,482	\$8,934
Grande Prairie Library District	\$6,460	\$12,877
Green Hills Public Library District	\$6,460	\$12,877
Harvey Public Library District	\$4,482	\$8,934
Hillside Public Library	\$2,641	\$5,265
Hinsdale Public Library	\$4,482	\$8,934
Hodgkins Public Library District	\$1,515	\$3,020
Homewood Public Library District	\$4,482	\$8,934
Indian Prairie Public Library District	\$6,460	\$12,877
Itasca Public Library	\$2,641	\$5,265
Justice Public Library District	\$4,482	\$8,934

SWAN Library Name	Option 1: SWAN FY21 Group- Purchase: Need Everyone to Get 52% Discount	Option 2: RAILS 2020 EBSCO "Package B" Individual Opt- in Pricing
Kaneville Public Library District	\$1,515	\$3,020
La Grange Park Public Library District	\$4,482	\$8,934
La Grange Public Library	\$4,482	\$8,934
Lansing Public Library	\$4,482	\$8,934
Lyons Public Library	\$4,482	\$8,934
Markham Public Library	\$4,482	\$8,934
Matteson Public Library	\$4,482	\$8,934
Maywood Public Library District	\$4,482	\$8,934
McCook Public Library District	\$1,515	\$3,020
Melrose Park Public Library	\$4,482	\$8,934
Messenger Public Library of North Aurora	\$4,482	\$8,934
Midlothian Public Library	\$4,482	\$8,934
Morton Arboretum		
Nancy L. McConathy Library District	\$4,482	\$8,934
National University of Health Sciences		
North Riverside Public Library District	\$2,641	\$5,265
Northlake Public Library District	\$4,482	\$8,934
Oak Brook Public Library	\$2,641	\$5,265
Oak Lawn Public Library	\$8,813	\$17,566
Oak Park Public Library	\$8,813	\$17,566
Palos Heights Public Library	\$4,482	\$8,934
Palos Park Public Library	\$1,515	\$3,020
Park Forest Public Library	\$4,482	\$8,934
Prairie State College		
Prairie Trails Public Library District	\$6,460	\$12,877
Richton Park Public Library District	\$4,482	\$8,934
River Forest Public Library	\$4,482	\$8,934
River Grove Public Library District	\$4,482	\$8,934
Riverdale Public Library	\$4,482	\$8,934
Riverside Public Library	\$2,641	\$5,265
Schiller Park Public Library	\$4,482	\$8,934
South Holland Public Library	\$4,482	\$8,934
St Charles Public Library District	\$8,813	\$17,566
Steger-South Chicago Heights Library District	\$4,482	\$8,934

SWAN Library Name	Option 1: SWAN FY21 Group- Purchase: Need Everyone to Get 52% Discount	Option 2: RAILS 2020 EBSCO "Package B" Individual Opt- in Pricing
Stickney-Forest View Library District	\$4,482	\$8,934
Sugar Grove Public Library District	\$4,482	\$8,934
Summit Public Library District	\$4,482	\$8,934
Theosophical Society in America		
Thomas Ford Memorial Library	\$4,482	\$8,934
Thornton Public Library	\$1,515	\$3,020
Tinley Park Public Library	\$8,813	\$17,566
Town and Country Public Library District	\$4,482	\$8,934
University Park Public Library District	\$2,641	\$5,265
Villa Park Public Library	\$4,482	\$8,934
West Chicago Public Library District	\$4,482	\$8,934
Westchester Public Library	\$4,482	\$8,934
Westmont Public Library	\$4,482	\$8,934
William Leonard Public Library District	\$2,641	\$5,265
Wood Dale Public Library District	\$4,482	\$8,934
Woodridge Public Library	\$6,460	\$12,877
Worth Public Library District	\$4,482	\$8,934
Totals	\$420,000	\$837,171

Not included:

- Bensenville Elementary School District #2 (all students are Bensenville Public Library cardholders and therefore will have access through their public library)
- Morton Arboretum
- National University of Health Sciences
- Prairie State College
- Theosophical Society in America

Questions & Answers

Below are some initial questions we anticipate with answers. We can expand on this list as more questions come up through discussion.

1. **When would this EBSCO subscription begin and who should I contact to select the databases within the Package B?**

Answer: The subscriptions will begin on July 1, 2020. SWAN and EBSCO will work together to help libraries to select databases beginning in March.

2. If the Membership decided to not move forward with the SWAN-wide purchase, what happens with the EBSCO pricing?

Answer: RAILS will be offering Package A and Package B with tiered pricing based on population. Libraries can work with RAILS to license individual packages. Payment would be made to RAILS. License renewals would be handled by each library and RAILS.

3. Who is responsible for configuration of these databases within EBSCO Discovery Services? And, how will patrons access these resources from the library's website?

Answer: SWAN will configure the access for the subscription databases in EBSCO Discovery services. Patrons can access the resources through links provided by SWAN to the library to add to the website.

4. Will usage statistics be available and how will those be shared for the libraries?

Answer: EBSCO provides database usage statistics in COUNTER compliant format. SWAN will provide each library with annual EBSCO usage statistics.

5. My library has renewed EBSCO databases already, will there be some credit or reimbursement from SWAN or EBSCO?

Answer: SWAN will work with EBSCO and the libraries on individual credits for previous subscriptions.

Next Steps

This pricing will be shared as part the FY2021 SWAN budget and membership fees for library discussion at the Committee of the Whole meeting on February 4, 2020. The SWAN Board can incorporate feedback from that membership meeting and arrange the final decision at the March 4th Quarterly meeting.

If we move forward with the group purchase, SWAN will send out letters to all member public libraries detailing the purchase and specify what is included and who they will work with at SWAN to be ready for the July 1, 2020 start date. We will offer online classes between March and July detailing the purchase and continue to expand our course list on our e-content solution through Article Search.

Funding Assistance

The SWAN Board is interested in setting aside a portion of the RAILS LLSAP funding for FY21 to help provide some assistance for public libraries unable to afford the EBSCO subscription. The goal is to prevent SWAN's 92 public libraries from falling short of 100% participation in the EBSCO deal.

Executive Director Aaron Skog proposes that \$50,000 of the \$562,018 FY21 LLSAP funding to SWAN be set aside. This would reduce the amount equally per public library by \$543.

	LLSAP FY21 Funding	State LLSAP Grant Discount
SWAN LLSAP Funding Award & Amount Per Public Library Discounted	\$562,018	\$6,109
SWAN LLSAP Funding Award Amount minus Group-purchase Assistance	\$512,018	\$5,565
Needs-Based Funds & Amt Lowered Per Library	\$50,000	\$543

A needs-based criteria will be developed and proposed before the March 5, 2020 SWAN Quarterly meeting.

SWAN Budget Information & Guidelines

Fiscal Year 2021 (July 1, 2020 – June 30, 2021)

Introduction

New Chart of Accounts

This budget reflects a new chart of accounts. The conversion of the prior fiscal year 2020 (FY20) budget is included for comparison with the fiscal year 2021 (FY21) budget.

Budget Highlights

Three Libraries Joining SWAN

The libraries Glenside, Roselle, and Warrenville have expressed interest in becoming full members of SWAN. The one-time expenses are included in the budget, along with expected membership fee revenue and increases to the software maintenance from EBSCO, OCLC, and SirsiDynix.

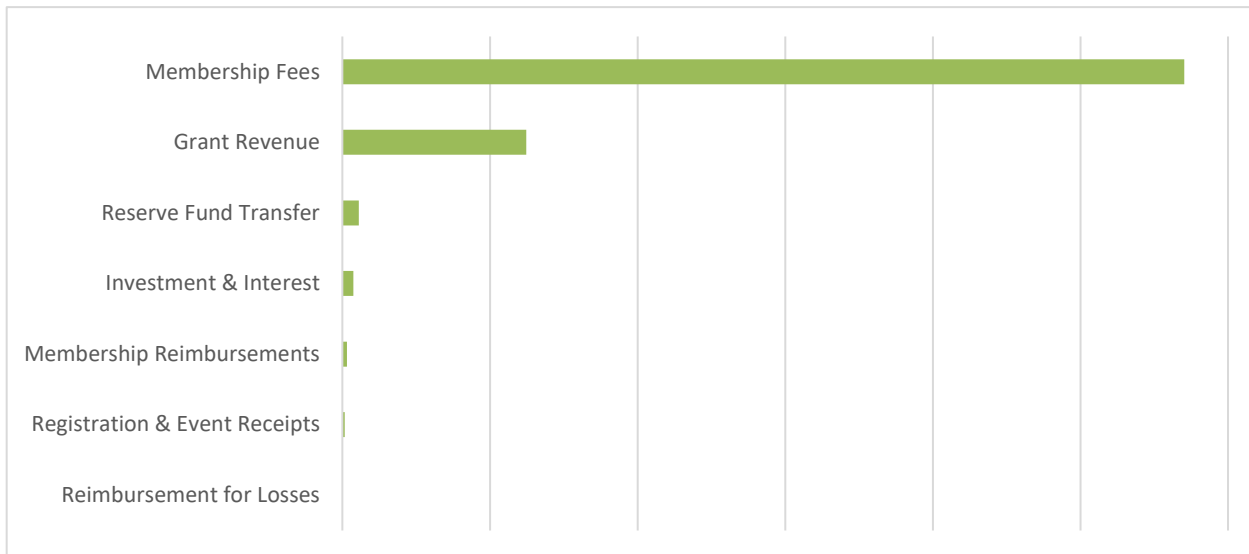
SWAN Laptops, Training Lab, EMV Swipes

The cash reserves will be used to replace SWAN employee laptops which are now reaching the end of warranty. These laptops will be repurposed for a SWAN training lab. The reserves will also be used to help fund the EMV chip readers to replace 1 magnetic swipe should ProPay announce the devices are available.

Mobile App

The BLUEcloud Mobile app is funded within the FY21 budget. The year 1 subscription and one-time costs were paid from reserves in the previous budget.

Revenue



Membership Fees

4010 SWAN Full Membership Fees \$2,851,863

SWAN assesses membership fees based on academic, school, special, and public library. The formulas used for each are detailed on the SWAN support site under About > Board > Budget & Fees. FY21 membership fee revenue on average does not increase. There are exceptions however, based on the formula, particularly for public libraries undergoing property tax or debt service changes within a given year. SWAN's FY21 membership fees are based on the 2017 tax year.

4011 SWAN Internet Access Membership Fees \$0

The Internet Access level service for school libraries continues through this fiscal year, but the fees collected are left out of the budget as this service possibly will end pending a final decision by the SWAN Board.

Membership Reimbursements

4110 Member One-Time Project Receipts \$0

This budget line would be used if a library needed to reimburse SWAN for one-time expenses incurred. For example, if the RAILS Catalog Grant were no longer available, a library joining SWAN would pay SWAN for the one-time expenses for the vendor expenses. No one-time projects are anticipated for the FY21 budget.

4190 Member Group Purchase Receipts \$14,673

Libraries that reimburse SWAN for group purchases are indicated in this budget line. The FY21 budget includes \$14,000 for a group purchase of ProPay chip and PIN devices (specifically called EMV devices) that would replace existing magnetic swipes. ProPay has not announced the release of these devices, but this budget anticipates their release.

Reimbursement for Losses

4220 Reimbursement Losses Outside of SWAN \$0

Revenue associated with reimbursement for ILL or reciprocal borrowing with libraries outside of the SWAN consortium, e.g. Chicago Public Library.

4230 Collection Agency Fees \$0

SWAN will collect a modest fee for administering services within the Unique Management collection of unpaid reciprocal borrower invoices.

Grant Revenue

4310 RAILS Support to SWAN \$562,018

RAILS provides support to SWAN through an annual grant to support regional resource sharing. The grant amount for FY21 increased due to metrics SWAN provided to RAILS. This support from RAILS is translated directly to the public libraries in SWAN as an LLSAP support discount. The discount for each public library in SWAN increased to \$6,109 from \$5,703 within the FY21 SWAN Membership Fees.

4320 Other Grant Revenue \$61,500

The one-time grant revenue from adding three new libraries via the RAILS Catalog Grant are recorded in this budget line. For the FY21 budget, the \$61,500 in revenue are based on the add-on costs for migrating data from the library standalone systems into SWAN's SirsiDynix software.

Registration & Event Receipts

4499 Annual Conference Receipts \$7,600

Any revenue collected as part of the SWAN Expo are recorded in this budget line. This includes vendor table fees or libraries invoices for the event to offset event catering.

Investment & Interest

4510 Interest Income \$37,000

SWAN interest income continues to grow beyond expectations. The FY21 budget is based on the FY19 actual budget total.

4520 Investment Income \$0

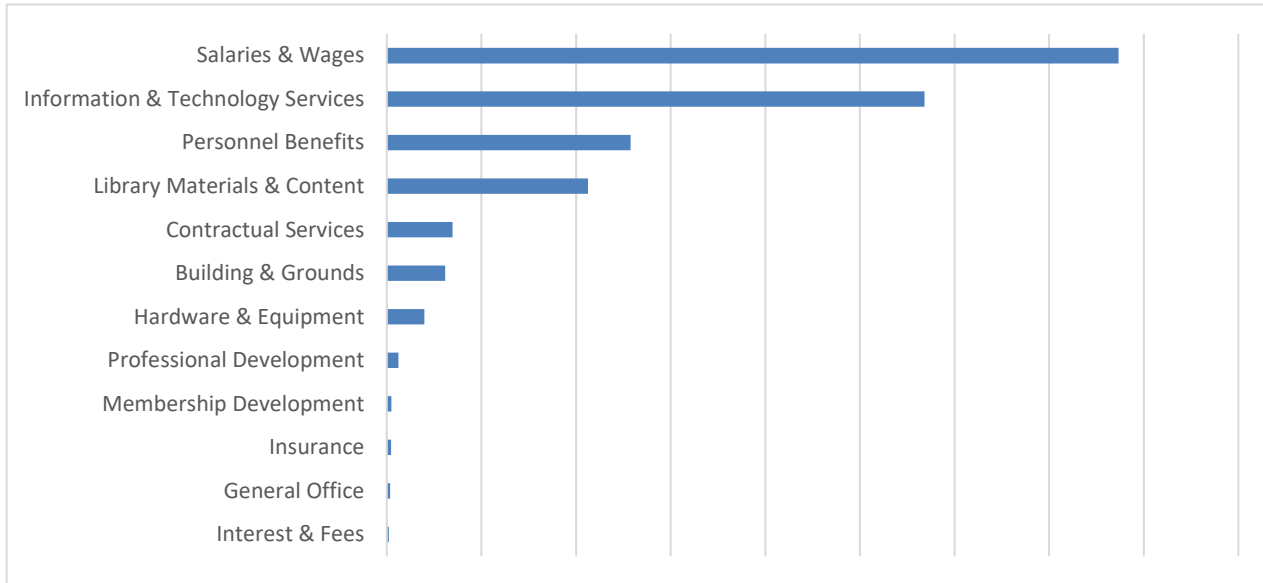
SWAN currently does not invest reserve funds. Should the organization decide to invest, the annual income would be recorded in this budget revenue line.

Reserve Fund Transfer

4600 Reserve Fund Transfer \$62,379

Based on budget need, the fiscal year may rely on funds allocated from the SWAN reserves. The SWAN FY21 budget will utilize reserves for a SWAN employee laptop replacement of \$44,219 and \$14,000 to replace library ProPay magnetic swipes with a single EMV chip reader per library with an existing swipe. SWAN is also dedicating \$5,000 from the reserves in a book rental trial with Baker & Taylor to supplement popular titles to reduce hold queue wait times.

Expenses



Salaries & Wages

5000 **Salaries & Wages** **\$1,546,800**

SWAN has left positions unfilled to remain flexible within the strategic plan. The FY21 budget has no increases from the prior year's budget.

Personnel Benefits

5021 **Social Security Taxes** **\$118,400**

Payroll taxes and fringe benefits-- employer's share only. Social Security taxes (FICA). No change from the prior budget.

5022 **State Unemployment Insurance** **-**

Organization pays unemployment directly should it be required.

5023 **Worker's Compensation** **\$3,000**

Organization insurance provided by insurance vendor.

5024 **Retirement Benefits** **\$140,900**

SWAN provides its employees a 401a retirement plan through ICMA-RC. The organization does not provide a defined benefit plan or participate in Illinois Municipal Retirement Fund (IMRF).

5025 **Health, Dental, Life And Disability Insurance** **\$246,300**

Employee health insurance is provided by LIMRiCC Purchase of Health Insurance Program (PHIP). For FY21 there is an anticipated increase overall to the plan expense of 10%.

5026 Tuition Reimbursements \$2,500
Tuition reimbursement benefit for employees.

5085 Staff Wellness \$5,100
Benefit offered to SWAN employees for participation within the employee Wellness Plan which includes incentives for breaktimes for walking, pedometers, exercise, and healthy lifestyles. No change from the prior budget.

Building & Grounds

SWAN headquarters located at 800 Quail Ridge Drive in Westmont, Illinois includes expenses for the lease and operations of the headquarters.

5110 Rent/Lease \$105,904
SWAN has an 8-year lease for the headquarters at 800 Quail Ridge. The General Accounting Standards Board (GASB) requires SWAN to record total rent for the entirety of the lease, and then expense each month of the 8-year lease term. This results in \$70,155.72 being recorded for each year for FY18 – FY24, and \$17,539.38 for FY25, the final year of the lease. Additional expenses vary each year, including charges for property taxes, facility operating expenses, and lease insurance. No change from the prior year budget.

5120 Utilities \$6,400
Facility electricity and natural gas expenses are recorded in this line. No change from the prior budget year.

5130 Property Insurance \$1,500
The FY21 budget includes the 800 Quail Ridge furniture and equipment, and the RAILS 125 Tower Drive data center equipment. SWAN will retain some equipment in the RAILS data center related to the voice notification (SVA) system in the RAILS data center, but all other SWAN servers are no longer there.

5140 Repairs & Maintenance \$1,300
Used for facility repairs including door fob security maintenance and repairs.

5150 Custodial Service & Supplies \$8,100
SWAN's cleaning service for two days per week was changed and the FY21 budget reflects a lower cost service.

5190 Other Building Maintenance \$100
Used for alarms and security cameras related to facility expense. No change from the prior budget.

Professional Development

SWAN's 2019-2023 five-year strategic plan places emphasis on delivering solutions to libraries using the talent of the SWAN employees. Prior budgets mixed the staff professional development and efforts to provide membership development. The FY21 budget is our first opportunity to ensure expenses associated with each category are understood and budgeted appropriately, as they have at times made it difficult to understand mid-year expenses properly.

5210 Conference Travel \$11,000

SWAN staff attend various conferences annually such as ILA, COSUGI, ALA, or the COSUGI Consortia Special Interest Group meeting. This includes expenditures for overnight lodging, fares for airfare, planes, trains, taxicabs, auto rental, meals, etc.

5220 Staff Meetings \$600

Expenses related to SWAN staff meetings, mostly food and a holiday luncheon, are recorded in this line.

5230 Staff Professional Development \$5,400

SWAN employees participate in presentations at ILA, ALA, COSUGI and other professional organization events. Attending the annual COSUGI conference is a must for SWAN staff as it allows the organization to plan for upcoming library software features and functions.

5240 Professional Association Membership Dues \$2,500

SWAN employees participate in ALA, ILA, and COSUGI activities, often presenting at conferences. Individual

5250 Educational Material \$800

SWAN employees will need to purchase reading and course material on US design, and agile development in FY21.

5260 Online Learning \$4,500

SWAN employees will participate in online learning with companies Coursera, OS Training, and Microsoft in FY21.

Membership Development

This budget category focuses on providing professional development for the member libraries within SWAN. This includes SWAN staff consulting, leading meetings, and facilitating membership networking events.

5310 Travel Reimbursement \$2,800

The SWAN organization has no vehicles and reimburses employees for mileage attending the 50+ membership meetings held annually.

5440 Library Services Platform \$927,200

The heart of SWAN's resource sharing software platform expenses is recorded in this budget line, including expenses from SirsiDynix, OCLC, and EBSCO Discovery Services, and OpenAthens. For FY21, SirsiDynix expenses are budgeted for \$508,278, OCLC at \$254,927, and the Article Search integration through EBSCO Discovery Services and OpenAthens is \$167,577 total. This line includes licensing three libraries to SWAN full membership for the second half of FY21.

5450 Data Management Services \$27,500

Expenses related to maintaining bibliographic and user data within the SWAN library services platform. This includes software provided to cataloging libraries to maintain bibliographic standards of the consortium. Vendors expenses include: ALA RDA Toolkit for Cataloging Libraries, WebDewey (OCLC negotiated directly with SWAN), MARCIVE (ongoing authority updates), The MARC of Quality (TMQ), and Unique Management Services National Change of Address (NCOA) patron database update expense at \$10,000 annually.

5460 Information Subscription Service \$74,600

SWAN's discovery platform includes multiple add-on services to add cover artwork and reading recommendations. Vendor expenses include: ProQuest Syndetic Solutions (book jackets, enhanced content), EBSCO Novelist Select (reviews content). The addition of three libraries to SWAN increase the licensing for Novelist in FY21.

5470 Subscription Support Services \$10,100

SWAN's support platform includes remote desktop assistance to library staff, online training, and remote monitoring of systems for SWAN on-call staff. New to FY21 is the TalentLMS learning management system. This service will be used to create library staff coursework and classes provided through SWAN, SirsiDynix, EBSCO, and OCLC depending on library role. Expenses associated with this budget line include: Citrix GoToAssist, Citrix GoToMeeting (Plus for 100 attendees), Learning Management System through TalentLMS, StatusCake (for site monitoring and alerting SWAN staff to outages), and the volume email service through SendGrid (patron notification plus library notification).

5480 Telecommunications \$19,400

Expenses associated with SWAN facility connection to the internet and phone support.

5490 Group Purchases - Services \$600

SWAN will periodically arrange a software group purchase. Those expenses are recorded here if libraries are invoiced back for the expense, which would be recorded as revenue in the budget line 4190. The budget is supporting an Envisionware software group purchase for a self-check system, which has annual maintenance for support.

General Office

This category is primarily the expenses associated with running the organization's headquarters at 800 Quail Ridge Drive.

5510 Office Supplies \$4,000

Expenses associated with routine office work including paper, staff supplies, and anything costing less than \$5,000.

5520 Postage \$900

Expenses associated with shipping printed material are recorded in this line. SWAN staff make best attempts to control shipping costs through bringing printed material to membership events.

5550 Furniture \$0

If SWAN needs to add any training or collaboration furniture for the facility conference room or work areas, this is the budget and expense is recorded.

5599 Annual Conference Supplies \$400

All supply expenses associated with the annual conference SWAN Expo which include envelopes, paper, and presentations.

Hardware & Equipment

SWAN utilizes a very light footprint for its headquarters, staff, and services to libraries.

5610 Equipment Rental/Maintenance \$3,700

All expenses associated with equipment leased at 800 Quail Ridge, including the single staff multi-use copier printer.

5620 Hardware \$63,200

SWAN FY21 expenses associated with SWAN employee peripherals for the replacement of SWAN staff laptops. The FY21 budget includes RFID equipment for inventory research & testing, self-check equipment, and a new network switch for the headquarters facility. This line has a large increase due to the cycle to replace SWAN staff laptops has come due after 5 years of use (the original purchase was made in 2016). A subset of these laptops will be repurposed for the laptop training cart for employees to provide membership instruction at the SWAN headquarters. The FY21 budget also includes the one-time expense for the EMV chip reader for BLUEcloud Commerce that SWAN pledged to provide libraries as a replacement of one EMV chip reader for one magnetic swipe. This replacement is a one-time expense in the FY21 budget totaling \$14,000.

5860 Notification & Collection \$35,300

SWAN has contracted with a vendor to print all user notices through Unique Management Services. The

5870 Recruitment \$900

Costs for personnel search, advertising of an open position at SWAN.

5899 Annual Conference Facility Contract \$12,000

SWAN Expo at Moraine Valley Community College Business and Conference Center has a one-day cost for the location plus food provided for the event. The FY21 budget anticipates \$12,000 for the event based on prior contracts.

Library Materials & Content

SWAN's chart of accounts includes budget lines for the organization to provide content to libraries—be it print, electronic, or as a group purchase pass-through.

5910 Print Materials \$5,000

This line is intended for print collections supplied to member libraries, either through a direct order through Baker & Taylor, or rental copies via the jobber. SWAN is also dedicating \$5,000 from the reserves in a book rental trial with Baker & Taylor to supplement popular titles to reduce hold queue wait times.

5920 Electronic Resources \$0

This line's purpose is for online content provided to all libraries as part of SWAN's membership fees. It may include eBook content, online databases subscriptions, or other e-content.

5990 Group Purchases - Content \$0

If SWAN negotiated and offered a group purchase for online subscriptions through EBSCO, Gale, ProQuest, or other vendors, it would be recorded in this budget line and the associated revenue offset in the revenue 4190 budget line.

Interest & Fees

6010 Bank Fees \$3,700

Expenses associated with bank fees for stopping checks or other services are recorded in this line. The lock box service will be added to this budget line at \$2,700 annually. This service was under the RAILS Finance department and is recommended by the accounting service provided under Lauterbach & Amen.

6020 Merchant Account Fees \$40
SWAN subscribes to ProPay as part of the BLUEcloud Commerce required for online Enterprise payments. SWAN pays \$40 annually, as do all member libraries within the ProPay service.

6030 Interest Payment \$0
Expenses for any loan or debt service payments would be recorded in this line. SWAN currently has no expenses for this line.

6099 Annual Conference Merchant Fees \$300
Expenses associated with any online transaction fees for processing annual conference SWAN Expo online payments are recorded in this line. SWAN's FY21 budget includes expenses associated with the Eventbrite online payment fee.

Asset Management

6110 Depreciation \$3,607
For proprietary funds and government-wide financial statements only. Depreciation charges are intended to allocate the cost of a fixed asset over the estimated useful life of the unit in a systematic and rational manner using the straight-line method. The number of physical assets depreciated has fallen dramatically since SWAN moved to an infrastructure-as-a-service model and no longer needs to purchase servers over \$5,000. SirsiDynix migration and operating system server migration expenses are in their final years of depreciation.

6120 (Gain)/Loss on Asset Disposal \$0

6130 Vacation Expense \$10,000
Per GASB, Vacation Expense is the account created to segregate the amount of the expense incurred by SWAN for the current years' addition or subtraction to the balance of earned but unused staff vacation time. The Balance Sheet reflects the fact that Compensated Absences has been adjusted for the year-end to show, as of June 30 of the given fiscal year, the current value of this earned but unused vacation. This is more a potential than actual liability as employees most likely will use most of their vacations while being employed.

SWAN Budget Summary

SWAN Budget	FY20 Budget	FY21 Draft	Change
4000 Membership Fees	\$2,740,626	\$2,851,863	\$111,237
4100 Membership Reimbursements	\$721	\$15,394	\$14,673
4200 Reimbursement for Losses	\$900	\$900	\$0
4300 Grant Revenue	\$529,679	\$623,518	\$93,839
4400 Registration & Event Receipts	\$7,600	\$7,600	\$0
4500 Investment & Interest	\$22,000	\$37,000	\$15,000
4600 Reserve Fund Transfer	\$83,560	\$62,379	(\$21,182)
Total Revenue	\$3,385,086	\$3,598,654	\$213,568
5000 Salaries & Wages	\$1,546,800	\$1,546,800	\$0
5020 Personnel Benefits	\$503,700	\$516,200	\$12,500
5100 Building & Grounds	\$123,584	\$123,304	(\$280)
5200 Professional Development	\$11,900	\$24,800	\$12,900
5300 Membership Development	\$27,100	\$9,400	(\$17,700)
5400 Information & Technology Services	\$1,077,000	\$1,133,100	\$56,100
5500 General Office	\$4,900	\$5,300	\$400
5600 Hardware & Equipment	\$4,700	\$81,700	\$77,000
5700 Insurance	\$8,900	\$9,200	\$300
5800 Contractual Services	\$81,055	\$139,210	\$58,155
5900 Library Materials & Content	\$8,000	\$5,000	(\$3,000)
6000 Interest & Fees	\$1,000	\$4,040	\$3,040
Total Operating Expenses	\$3,398,639	\$3,598,054	\$199,415
6100 Asset Management	\$41,647	\$13,607	
Excess of revenues over (under) estimated expenses	(\$14,053)	\$0	

Revenue & Expense Budget		FY20		
		Budget	FY21 Draft	Change

Revenue

4000	Membership Fees			
4010	SWAN Full Membership Fees	\$2,740,626	\$2,851,863	\$111,237
4011	SWAN Internet Access Membership Fees	\$0	\$0	\$0
4100	Membership Reimbursements			
4110	Member One-Time Project Receipts		\$0	
4190	Member Group Purchase Receipts	\$721	\$15,394	\$14,673
4200	Reimbursement for Losses			
4220	Reimbursement Losses Outside of SWAN	\$0	\$0	
4230	Collection Agency Fees	\$900	\$900	\$0
4300	Grant Revenue			
4310	RAILS Support to SWAN	\$524,679	\$562,018	\$37,339
4320	Other Grant Revenue	\$5,000	\$61,500	\$56,500
4400	Registration & Event Receipts			
4499	Annual Conference Receipts	\$7,600	\$7,600	\$0
4500	Investment & Interest			
4510	Interest Income	\$22,000	\$37,000	\$15,000
4520	Investment Income	\$0	\$0	
4600	Reserve Fund Transfer	\$83,560	\$62,379	(\$21,182)
Total Revenue		\$3,385,086	\$3,598,654	\$213,568

Expenses

5000	Salaries & Wages	\$1,546,800	\$1,546,800	\$0
5020	Personnel Benefits			
5021	Social Security Taxes	\$118,400	\$118,400	\$0
5022	State Unemployment Insurance	-	-	
5023	Worker's Compensation	\$2,200	\$3,000	\$800
5024	Retirement Benefits	\$140,900	\$140,900	\$0
5025	Health, Dental, Life And Disability Insurance	\$234,600	\$246,300	\$11,700
5026	Tuition Reimbursements	\$2,500	\$2,500	\$0
5085	Staff Wellness	\$5,100	\$5,100	\$0

Revenue & Expense Budget		FY20		
		Budget	FY21 Draft	Change
5100	Building & Grounds			
5110	Rent/Lease	\$105,904	\$105,904	\$0
5120	Utilities	\$6,400	\$6,400	\$0
5130	Property Insurance	\$1,500	\$1,500	\$0
5140	Repairs & Maintenance	\$1,180	\$1,300	\$120
5150	Custodial Service & Supplies	\$8,500	\$8,100	(\$400)
5190	Other Building Maintenance	\$100	\$100	\$0
5200	Professional Development			
5210	Conference Travel	\$11,000	\$11,000	\$0
5220	Staff Meetings		\$600	\$600
5230	Staff Professional Development		\$5,400	\$5,400
5240	Professional Association Membership Dues	\$400	\$2,500	\$2,100
5250	Educational Material		\$800	\$800
5260	Online Learning	\$500	\$4,500	\$4,000
5300	Membership Development			
5310	Travel Reimbursement	\$2,200	\$2,800	\$600
5320	Membership Meetings	\$2,900	\$2,900	\$0
5350	Marketing & Promotional Material	\$8,000	\$1,200	(\$6,800)
5399	Annual Conference	\$14,000	\$2,500	(\$11,500)
5400	Information & Technology Services			
5410	Infrastructure Licensing	\$36,700	\$42,000	\$5,300
5420	Application Software Licensing	\$16,500	\$18,400	\$1,900
5430	Server Software Licensing	\$12,900	\$13,900	\$1,000
5440	Library Services Platform	\$883,400	\$927,200	\$43,800
5450	Data Management Services	\$28,300	\$27,500	(\$800)
5460	Information Subscription Service	\$73,100	\$74,600	\$1,500
5470	Subscription Support Services	\$6,700	\$10,100	\$3,400
5480	Telecommunications	\$19,400	\$19,400	\$0
5490	Group Purchases - Services	\$500	\$600.00	
5500	General Office			
5510	Office Supplies	\$4,000	\$4,000	\$0
5520	Postage	\$900	\$900	\$0

Revenue & Expense Budget		FY20		
		Budget	FY21 Draft	Change
5550	Furniture	\$0	\$0	\$0
5599	Annual Conference Supplies		\$400	
5600	Hardware & Equipment			
5610	Equipment Rental/Maintenance	\$3,700	\$3,700	\$0
5620	Hardware	\$1,000	\$63,200	\$62,200
5690	Group Purchases - Hardware	\$0	\$14,800	\$14,800
5700	Insurance	\$8,900	\$9,200	\$300
5800	Contractual Services			
5810	Legal	\$5,000	\$5,000	\$0
5820	Accounting	\$21,555	\$20,610	(\$945)
5830	Consulting	\$2,000	\$5,000	\$3,000
5840	Payroll Service Fees	\$3,900	\$3,900	\$0
5850	Contractual Agreements	\$0	\$56,500	\$56,500
5860	Notification & Collection	\$45,300	\$35,300	(\$10,000)
5870	Recruitment	\$900	\$900	\$0
5899	Annual Conference Facility Contract	\$2,400	\$12,000	\$9,600
5900	Library Materials & Content			
5910	Print Materials	\$8,000	\$5,000	(\$3,000)
5920	Electronic Resources	\$0	\$0	\$0
5990	Group Purchases - Content	\$0	\$0	\$0
6000	Interest & Fees			
6010	Bank Fees	\$1,000	\$3,700	\$2,700
6020	Merchant Account Fees	\$0	\$40	\$40
6030	Interest Payment	\$0	\$0	\$0
6099	Annual Conference Merchant Fees	\$0	\$300	\$300
Subtotal Expenses		\$3,399,139	\$3,598,654	\$199,015
6100	Asset Management			
6110	Depreciation	\$31,647	\$3,607	
6120	(Gain)/Loss on Asset Disposal			
6130	Vacation Expense	\$10,000	\$10,000	
Total Expenses		\$3,399,139	\$3,598,654	\$199,515
Total Revenue (from above)		\$3,385,086	\$3,598,654	
Excess of revenues over (under) estimated expenses		-\$14,053	\$0.00	

SWAN Reserves Plan: Updated for FY21 Budget

Capital Expenditures (anything over \$5,000)	FY20	FY21	FY22	FY23	FY24
	July 2019-June 2020	July 2020-June 2021	July 2021-June 2022	July 2022-June 2023	July 2023-June 2024
Prior Year Balance: End of fiscal year, final audit, see "Unrestricted" on Balance Sheet	\$1,832,719	\$1,758,521	\$1,721,585	\$1,721,585	\$1,721,585
Reserves collected & Impact Fee	\$9,362	\$26,283	\$0	\$0	\$0
Server replacement: no longer required with cloud-based Infrastructure-as-a-Service	\$0	\$0	\$0	\$0	\$0
Vendor services: estimated consulting for server OS upgrades, migrations, etc.	\$0	\$0	\$0	\$0	\$0
Firewall replacement: no longer required with cloud-based Infrastructure-as-a-Service	\$0	\$0	\$0	\$0	\$0
Funds for Accounting Service Year 1	(\$13,110)				
Funds for BLUEcloud Mobile Purchase + Year 1	(\$70,450)				
Funds for Popular Book Title Rental		(\$5,000)			
Funds for EMV commerce devices (chip & PIN)		(\$14,000)			
Funds for SWAN staff computer replacement		(\$44,219)			
Future ILS Migration Budget (\$465,740)					
Total	\$1,758,521	\$1,721,585	\$1,721,585	\$1,721,585	\$1,721,585
Maintain 4 months operating in reserve (policy)	(\$1,133,046)	(\$1,199,551)	(\$1,259,529)	(\$1,322,505)	(\$1,388,631)
Over/(Under) Reserve Policy	\$625,474	\$522,033	\$462,056	\$399,079	\$332,954
Operating Budget (5% increases each year after FY21)	\$3,399,139	\$3,598,654	\$3,778,586	\$3,967,516	\$4,165,891.51

* Cloud subscription: Infrastructure-as-a-Service (IaaS) is the recommended direction for SWAN for its future servers. IaaS

Chart 1: Membership Fee Chart for FY21 SWAN Budget

Proposed Fees with a Second Proposed Fee Chart to Support EBSCO Group-Purchase

SWAN Fee Budget without EBSCO Deal

SWAN Library	SWAN Fee (No State LLSAP Grant)	State LLSAP Grant Discount	Fee Total FY21	Last Year's Fees	Increase from Last Year
Acorn Public Library District	\$28,285	(\$6,109)	\$22,176	\$21,880	\$296
Alsip-Merrionette Park Public Library District	\$40,863	(\$6,109)	\$34,754	\$34,962	(\$208)
Batavia Public Library District	\$52,798	(\$6,109)	\$46,689	\$45,877	\$812
Bedford Park Public Library District	\$31,348	(\$6,109)	\$25,239	\$24,800	\$439
Beecher Community Library District	\$20,882	(\$6,109)	\$14,773	\$14,626	\$147
Bellwood Public Library	\$35,840	(\$6,109)	\$29,731	\$28,693	\$1,038
Bensenville Community Public Library District	\$33,487	(\$6,109)	\$27,378	\$26,951	\$427
Bensenville Elementary School District #2	\$17,500		\$17,500	\$17,500	\$0
Berkeley Public Library	\$21,589	(\$6,109)	\$15,480	\$15,404	\$75
Berwyn Public Library	\$52,505	(\$6,109)	\$46,396	\$46,176	\$220
Bloomington Public Library	\$47,174	(\$6,109)	\$41,066	\$40,646	\$419
Blue Island Public Library	\$29,897	(\$6,109)	\$23,788	\$22,732	\$1,056
Bridgeview Public Library	\$29,153	(\$6,109)	\$23,044	\$22,336	\$708
Broadview Public Library District	\$29,203	(\$6,109)	\$23,094	\$23,627	(\$533)
Brookfield Public Library	\$40,262	(\$6,109)	\$34,153	\$33,454	\$699
Calumet City Public Library	\$33,032	(\$6,109)	\$26,923	\$25,725	\$1,198
Calumet Park Public Library	\$19,578	(\$6,109)	\$13,469	\$13,239	\$230
Carol Stream Public Library	\$52,988	(\$6,109)	\$46,879	\$47,092	(\$214)
Chicago Heights Public Library	\$26,098	(\$6,109)	\$19,989	\$19,348	\$641
Chicago Ridge Public Library	\$31,594	(\$6,109)	\$25,485	\$25,182	\$303
Cicero Public Library	\$35,381	(\$6,109)	\$29,272	\$32,832	(\$3,560)
Clarendon Hills Public Library	\$25,349	(\$6,109)	\$19,240	\$18,942	\$298
Crestwood Public Library District	\$23,150	(\$6,109)	\$17,042	\$16,890	\$152
Crete Public Library District	\$35,748	(\$6,109)	\$29,639	\$29,381	\$258
Dolton Public Library District	\$29,831	(\$6,109)	\$23,722	\$23,179	\$543

Chart 1: Membership Fee Chart for FY21 SWAN Budget

Proposed Fees with a Second Proposed Fee Chart to Support EBSCO Group-Purchase

SWAN Fee Budget without EBSCO Deal

SWAN Library	SWAN Fee (No State LLSAP Grant)	State LLSAP Grant Discount	Fee Total FY21	Last Year's Fees	Increase from Last Year
Downers Grove Public Library	\$64,471	(\$6,109)	\$58,362	\$57,156	\$1,206
Eisenhower Public Library District	\$53,680	(\$6,109)	\$47,571	\$44,792	\$2,779
Elmwood Park Public Library	\$33,689	(\$6,109)	\$27,580	\$27,217	\$363
Evergreen Park Public Library	\$29,452	(\$6,109)	\$23,343	\$22,884	\$459
Flossmoor Public Library	\$30,997	(\$6,109)	\$24,888	\$24,587	\$301
Forest Park Public Library	\$36,142	(\$6,109)	\$30,033	\$29,267	\$765
Frankfort Public Library District	\$41,162	(\$6,109)	\$35,053	\$34,359	\$694
Franklin Park Public Library District	\$36,026	(\$6,109)	\$29,917	\$28,930	\$987
Geneva Public Library District	\$67,669	(\$6,109)	\$61,560	\$60,259	\$1,301
Glen Ellyn Public Library	\$59,567	(\$6,109)	\$53,458	\$52,970	\$488
Glenwood-Lynwood Public Library District	\$28,004	(\$6,109)	\$21,895	\$22,386	(\$491)
Grande Prairie Public Library District	\$32,612	(\$6,109)	\$26,503	\$25,892	\$611
Green Hills Public Library District	\$41,571	(\$6,109)	\$35,462	\$35,738	(\$276)
Harvey Public Library District	\$26,599	(\$6,109)	\$20,490	\$19,734	\$756
Hillside Public Library	\$29,886	(\$6,109)	\$23,777	\$23,117	\$660
Hinsdale Public Library	\$45,888	(\$6,109)	\$39,779	\$38,877	\$902
Hodgkins Public Library District	\$23,477	(\$6,109)	\$17,368	\$17,116	\$252
Homewood Public Library District	\$39,551	(\$6,109)	\$33,442	\$33,738	(\$296)
Indian Prairie Public Library District	\$54,114	(\$6,109)	\$48,005	\$47,166	\$838
Itasca Community Library	\$32,787	(\$6,109)	\$26,678	\$26,256	\$422
Justice Public Library District	\$20,895	(\$6,109)	\$14,786	\$14,833	(\$47)
Kaneville Public Library District	\$18,679	(\$6,109)	\$12,570	\$12,455	\$115
La Grange Public Library	\$41,493	(\$6,109)	\$35,384	\$34,409	\$975
LaGrange Park Public Library District	\$36,212	(\$6,109)	\$30,103	\$29,634	\$469
Lansing Public Library	\$41,116	(\$6,109)	\$35,007	\$34,866	\$141

Chart 1: Membership Fee Chart for FY21 SWAN Budget

Proposed Fees with a Second Proposed Fee Chart to Support EBSCO Group-Purchase

SWAN Fee Budget without EBSCO Deal

SWAN Library	SWAN Fee (No State LLSAP Grant)	State LLSAP Grant Discount	Fee Total FY21	Last Year's Fees	Increase from Last Year
Lyons Public Library	\$24,517	(\$6,109)	\$18,409	\$18,423	(\$14)
Markham Public Library	\$22,734	(\$6,109)	\$16,625	\$16,293	\$332
Matteson Area Public Library District	\$40,734	(\$6,109)	\$34,626	\$35,619	(\$994)
Maywood Public Library District	\$30,533	(\$6,109)	\$24,424	\$24,039	\$384
McCook Public Library District	\$21,835	(\$6,109)	\$15,726	\$15,483	\$244
Melrose Park Public Library	\$27,022	(\$6,109)	\$20,913	\$21,792	(\$878)
Messenger Public Library of North Aurora	\$35,334	(\$6,109)	\$29,225	\$28,607	\$618
Midlothian Public Library	\$30,620	(\$6,109)	\$24,511	\$24,126	\$385
Morton Arboretum	\$12,500		\$12,500	\$12,500	\$0
Nancy L. McConathy Public Library District	\$20,431	(\$6,109)	\$14,322	\$14,044	\$279
National University of Health Sciences	\$11,667		\$11,667	\$14,333	(\$2,666)
North Riverside Public Library District	\$27,848	(\$6,109)	\$21,739	\$21,478	\$261
Northlake Public Library District	\$36,638	(\$6,109)	\$30,530	\$27,873	\$2,656
Oak Brook Public Library	\$27,369	(\$6,109)	\$21,260	\$22,180	(\$921)
Oak Lawn Public Library	\$72,397	(\$6,109)	\$66,288	\$65,370	\$918
Oak Park Public Library	\$103,164	(\$6,109)	\$97,055	\$78,026	\$19,029
Palos Heights Public Library	\$30,578	(\$6,109)	\$24,470	\$25,598	(\$1,128)
Palos Park Public Library	\$22,447	(\$6,109)	\$16,339	\$15,979	\$359
Park Forest Public Library	\$37,389	(\$6,109)	\$31,280	\$31,235	\$45
Prairie State College	\$23,333		\$23,333	\$18,667	\$4,666
Prairie Trails Public Library District	\$36,369	(\$6,109)	\$30,260	\$29,859	\$401
Richton Park Public Library District	\$26,829	(\$6,109)	\$20,720	\$20,450	\$269
River Forest Public Library	\$30,424	(\$6,109)	\$24,315	\$24,019	\$296
River Grove Public Library District	\$22,129	(\$6,109)	\$16,020	\$15,872	\$149
Riverdale Public Library District	\$22,865	(\$6,109)	\$16,757	\$16,085	\$671

Chart 1: Membership Fee Chart for FY21 SWAN Budget

Proposed Fees with a Second Proposed Fee Chart to Support EBSCO Group-Purchase

SWAN Fee Budget without EBSCO Deal

SWAN Library	SWAN Fee (No State LLSAP Grant)	State LLSAP Grant Discount	Fee Total FY21	Last Year's Fees	Increase from Last Year
Riverside Public Library	\$28,783	(\$6,109)	\$22,674	\$22,369	\$305
Schiller Park Public Library	\$28,057	(\$6,109)	\$21,948	\$21,653	\$295
South Holland Public Library	\$38,211	(\$6,109)	\$32,102	\$31,198	\$904
St Charles Public Library District	\$97,393	(\$6,109)	\$91,284	\$89,438	\$1,845
Steger-South Chicago Heights Public Library District	\$21,921	(\$6,109)	\$15,812	\$15,671	\$142
Stickney-Forest View Public Library District	\$29,882	(\$6,109)	\$23,773	\$23,457	\$315
Sugar Grove Public Library District	\$24,149	(\$6,109)	\$18,040	\$17,805	\$235
Summit Public Library District	\$21,405	(\$6,109)	\$15,296	\$14,328	\$968
Theosophical Society in America	\$12,500		\$12,500	\$12,500	\$0
Thomas Ford Memorial Library	\$31,717	(\$6,109)	\$25,608	\$25,081	\$528
Thornton Public Library	\$19,233	(\$6,109)	\$13,124	\$12,945	\$179
Tinley Park Public Library	\$69,498	(\$6,109)	\$63,389	\$64,223	(\$834)
Town and Country Public Library District	\$30,692	(\$6,109)	\$24,583	\$27,439	(\$2,856)
University Park Public Library District	\$23,376	(\$6,109)	\$17,267	\$16,945	\$322
Villa Park Public Library	\$47,644	(\$6,109)	\$41,535	\$32,624	\$8,911
West Chicago Public Library District	\$39,949	(\$6,109)	\$33,840	\$33,377	\$463
Westchester Public Library	\$30,449	(\$6,109)	\$24,340	\$24,117	\$223
Westmont Public Library	\$36,849	(\$6,109)	\$30,740	\$30,348	\$393
William Leonard Public Library District	\$19,726	(\$6,109)	\$13,617	\$13,502	\$115
Wood Dale Public Library District	\$41,933	(\$6,109)	\$35,824	\$35,473	\$351
Woodridge Public Library	\$55,298	(\$6,109)	\$49,189	\$48,741	\$447
Worth Public Library District	\$25,673	(\$6,109)	\$19,564	\$19,328	\$236

Chart 1: Membership Fee Chart for FY21 SWAN Budget

Proposed Fees with a Second Proposed Fee Chart to Support EBSCO Group-Purchase

SWAN Library	SWAN Fee with Lower LLSAP Discount: Set Aside \$50K of LLSAP Grant Funds for Libraries Unable to Pay EBSCO Deal			
	SWAN Fee (No State LLSAP Grant)	State LLSAP Grant Discount (Minus \$50K)	Fee Total Fy21 (Lower Discount)	Increase from Last Year
Acorn Public Library District	\$28,306	(\$5,566)	\$22,740	\$860
Alsip-Merrionette Park Public Library District	\$40,893	(\$5,566)	\$35,327	\$365
Batavia Public Library District	\$52,836	(\$5,566)	\$47,270	\$1,393
Bedford Park Public Library District	\$31,371	(\$5,566)	\$25,805	\$1,005
Beecher Community Library District	\$20,897	(\$5,566)	\$15,331	\$705
Bellwood Public Library	\$35,866	(\$5,566)	\$30,300	\$1,607
Bensenville Community Public Library District	\$33,511	(\$5,566)	\$27,945	\$994
Bensenville Elementary School District #2	\$17,500		\$17,500	\$0
Berkeley Public Library	\$21,604	(\$5,566)	\$16,038	\$634
Berwyn Public Library	\$52,543	(\$5,566)	\$46,977	\$801
Bloomington Public Library	\$47,209	(\$5,566)	\$41,643	\$997
Blue Island Public Library	\$29,919	(\$5,566)	\$24,353	\$1,621
Bridgeview Public Library	\$29,174	(\$5,566)	\$23,608	\$1,272
Broadview Public Library District	\$29,224	(\$5,566)	\$23,658	\$31
Brookfield Public Library	\$40,291	(\$5,566)	\$34,725	\$1,271
Calumet City Public Library	\$33,056	(\$5,566)	\$27,490	\$1,765
Calumet Park Public Library	\$19,592	(\$5,566)	\$14,026	\$787
Carol Stream Public Library	\$53,026	(\$5,566)	\$47,460	\$368
Chicago Heights Public Library	\$26,117	(\$5,566)	\$20,551	\$1,203
Chicago Ridge Public Library	\$31,617	(\$5,566)	\$26,051	\$869
Cicero Public Library	\$35,407	(\$5,566)	\$29,841	(\$2,991)
Clarendon Hills Public Library	\$25,367	(\$5,566)	\$19,801	\$860
Crestwood Public Library District	\$23,167	(\$5,566)	\$17,601	\$712
Crete Public Library District	\$35,774	(\$5,566)	\$30,208	\$827
Dolton Public Library District	\$29,853	(\$5,566)	\$24,287	\$1,107

Chart 1: Membership Fee Chart for FY21 SWAN Budget

Proposed Fees with a Second Proposed Fee Chart to Support EBSCO Group-Purchase

SWAN Library	SWAN Fee with Lower LLSAP Discount: Set Aside \$50K of LLSAP Grant Funds for Libraries Unable to Pay EBSCO Deal			
	SWAN Fee (No State LLSAP Grant)	State LLSAP Grant Discount (Minus \$50K)	Fee Total Fy21 (Lower Discount)	Increase from Last Year
Downers Grove Public Library	\$64,518	(\$5,566)	\$58,952	\$1,796
Eisenhower Public Library District	\$53,719	(\$5,566)	\$48,153	\$3,361
Elmwood Park Public Library	\$33,714	(\$5,566)	\$28,148	\$930
Evergreen Park Public Library	\$29,473	(\$5,566)	\$23,907	\$1,024
Flossmoor Public Library	\$31,020	(\$5,566)	\$25,454	\$867
Forest Park Public Library	\$36,168	(\$5,566)	\$30,602	\$1,335
Frankfort Public Library District	\$41,192	(\$5,566)	\$35,626	\$1,266
Franklin Park Public Library District	\$36,053	(\$5,566)	\$30,487	\$1,556
Geneva Public Library District	\$67,718	(\$5,566)	\$62,152	\$1,893
Glen Ellyn Public Library	\$59,610	(\$5,566)	\$54,044	\$1,075
Glenwood-Lynwood Public Library District	\$28,025	(\$5,566)	\$22,459	\$72
Grande Prairie Public Library District	\$32,636	(\$5,566)	\$27,070	\$1,178
Green Hills Public Library District	\$41,601	(\$5,566)	\$36,035	\$298
Harvey Public Library District	\$26,618	(\$5,566)	\$21,052	\$1,318
Hillside Public Library	\$29,908	(\$5,566)	\$24,342	\$1,225
Hinsdale Public Library	\$45,921	(\$5,566)	\$40,355	\$1,478
Hodgkins Public Library District	\$23,494	(\$5,566)	\$17,928	\$812
Homewood Public Library District	\$39,580	(\$5,566)	\$34,014	\$276
Indian Prairie Public Library District	\$54,153	(\$5,566)	\$48,587	\$1,421
Itasca Community Library	\$32,811	(\$5,566)	\$27,245	\$989
Justice Public Library District	\$20,910	(\$5,566)	\$15,344	\$512
Kaneville Public Library District	\$18,693	(\$5,566)	\$13,127	\$672
La Grange Public Library	\$41,523	(\$5,566)	\$35,957	\$1,548
LaGrange Park Public Library District	\$36,238	(\$5,566)	\$30,672	\$1,039
Lansing Public Library	\$41,146	(\$5,566)	\$35,580	\$714

Chart 1: Membership Fee Chart for FY21 SWAN Budget

Proposed Fees with a Second Proposed Fee Chart to Support EBSCO Group-Purchase

SWAN Library	SWAN Fee with Lower LLSAP Discount: Set Aside \$50K of LLSAP Grant Funds for Libraries Unable to Pay EBSCO Deal			
	SWAN Fee (No State LLSAP Grant)	State LLSAP Grant Discount (Minus \$50K)	Fee Total Fy21 (Lower Discount)	Increase from Last Year
Lyons Public Library	\$24,535	(\$5,566)	\$18,969	\$546
Markham Public Library	\$22,750	(\$5,566)	\$17,184	\$891
Matteson Area Public Library District	\$40,764	(\$5,566)	\$35,198	(\$421)
Maywood Public Library District	\$30,555	(\$5,566)	\$24,989	\$950
McCook Public Library District	\$21,851	(\$5,566)	\$16,285	\$803
Melrose Park Public Library	\$27,042	(\$5,566)	\$21,476	(\$316)
Messenger Public Library of North Aurora	\$35,360	(\$5,566)	\$29,794	\$1,187
Midlothian Public Library	\$30,642	(\$5,566)	\$25,076	\$950
Morton Arboretum	\$12,500		\$12,500	\$0
Nancy L. McConathy Public Library District	\$20,446	(\$5,566)	\$14,880	\$836
National University of Health Sciences	\$11,667		\$11,667	(\$2,666)
North Riverside Public Library District	\$27,869	(\$5,566)	\$22,303	\$824
Northlake Public Library District	\$36,665	(\$5,566)	\$31,099	\$3,226
Oak Brook Public Library	\$27,389	(\$5,566)	\$21,823	(\$358)
Oak Lawn Public Library	\$72,450	(\$5,566)	\$66,884	\$1,514
Oak Park Public Library	\$103,239	(\$5,566)	\$97,673	\$19,648
Palos Heights Public Library	\$30,601	(\$5,566)	\$25,035	(\$563)
Palos Park Public Library	\$22,464	(\$5,566)	\$16,898	\$919
Park Forest Public Library	\$37,416	(\$5,566)	\$31,850	\$615
Prairie State College	\$23,333		\$23,333	\$4,666
Prairie Trails Public Library District	\$36,395	(\$5,566)	\$30,829	\$971
Richton Park Public Library District	\$26,848	(\$5,566)	\$21,282	\$832
River Forest Public Library	\$30,446	(\$5,566)	\$24,880	\$861
River Grove Public Library District	\$22,146	(\$5,566)	\$16,580	\$708
Riverdale Public Library District	\$22,882	(\$5,566)	\$17,316	\$1,231

Chart 1: Membership Fee Chart for FY21 SWAN Budget

Proposed Fees with a Second Proposed Fee Chart to Support EBSCO Group-Purchase

SWAN Library	SWAN Fee with Lower LLSAP Discount: Set Aside \$50K of LLSAP Grant Funds for Libraries Unable to Pay EBSCO Deal			
	SWAN Fee (No State LLSAP Grant)	State LLSAP Grant Discount (Minus \$50K)	Fee Total FY21 (Lower Discount)	Increase from Last Year
Riverside Public Library	\$28,804	(\$5,566)	\$23,238	\$869
Schiller Park Public Library	\$28,077	(\$5,566)	\$22,511	\$858
South Holland Public Library	\$38,239	(\$5,566)	\$32,673	\$1,475
St Charles Public Library District	\$97,464	(\$5,566)	\$91,898	\$2,459
Steger-South Chicago Heights Public Library District	\$21,937	(\$5,566)	\$16,371	\$701
Stickney-Forest View Public Library District	\$29,904	(\$5,566)	\$24,338	\$880
Sugar Grove Public Library District	\$24,167	(\$5,566)	\$18,601	\$796
Summit Public Library District	\$21,420	(\$5,566)	\$15,854	\$1,526
Theosophical Society in America	\$12,500		\$12,500	\$0
Thomas Ford Memorial Library	\$31,741	(\$5,566)	\$26,175	\$1,094
Thornton Public Library	\$19,247	(\$5,566)	\$13,681	\$736
Tinley Park Public Library	\$69,549	(\$5,566)	\$63,983	(\$241)
Town and Country Public Library District	\$30,714	(\$5,566)	\$25,148	(\$2,291)
University Park Public Library District	\$23,393	(\$5,566)	\$17,827	\$882
Villa Park Public Library	\$47,678	(\$5,566)	\$42,112	\$9,489
West Chicago Public Library District	\$39,978	(\$5,566)	\$34,412	\$1,035
Westchester Public Library	\$30,471	(\$5,566)	\$24,905	\$788
Westmont Public Library	\$36,876	(\$5,566)	\$31,310	\$963
William Leonard Public Library District	\$19,740	(\$5,566)	\$14,174	\$673
Wood Dale Public Library District	\$41,964	(\$5,566)	\$36,398	\$924
Woodridge Public Library	\$55,338	(\$5,566)	\$49,772	\$1,031
Worth Public Library District	\$25,692	(\$5,566)	\$20,126	\$798

Note: Worth Public Library total revised 1/28/2020

**Chart 2: County Tax Payments for 2017
SWAN FY21 Fee Chart**

Library Name	Cook County	DuPage County	Kane County	Will County	Total Tax Revenue Issued	Bond Amount (Removed)	Public Library Tax Revenue Total
	Treasurer Tax Year 2017	Treasurer Tax Year 2017	Treasurer Tax Year 2017	Treasurer Tax Year 2017			
Acorn Public Library District	\$1,093,416.54				\$1,093,416.54	(\$61,120.00)	\$1,032,296.54
Alsip-Merrionette Park Public Library District	\$2,861,684.38				\$2,861,684.38	(\$585,450.00)	\$2,276,234.38
Batavia Public Library District			\$4,178,005.78		\$4,178,005.78	(\$721,500.00)	\$3,456,505.78
Bedford Park Public Library District	\$1,335,236.83				\$1,335,236.83	\$0.00	\$1,335,236.83
Beecher Community Library District				\$300,160.98	\$300,160.98	\$0.00	\$300,160.98
Bellwood Public Library	\$1,779,445.31				\$1,779,445.31	\$0.00	\$1,779,445.31
Bensenville Community Public Library District	\$0.00	\$1,546,744.32			\$1,546,744.32	\$0.00	\$1,546,744.32
Berkeley Public Library	\$370,055.83				\$370,055.83	\$0.00	\$370,055.83
Berwyn Public Library	\$3,427,524.25				\$3,427,524.25	\$0.00	\$3,427,524.25
Bloomington Public Library		\$2,900,391.65			\$2,900,391.65	\$0.00	\$2,900,391.65
Blue Island Public Library	\$1,191,740.46				\$1,191,740.46	\$0.00	\$1,191,740.46
Bridgeview Public Library	\$1,376,560.22				\$1,376,560.22	(\$258,462.50)	\$1,118,097.72
Broadview Public Library District	\$1,394,966.22				\$1,394,966.22	(\$271,905.00)	\$1,123,061.22
Brookfield Public Library	\$2,216,758.94				\$2,216,758.94	\$0.00	\$2,216,758.94
Calumet City Public Library	\$1,601,780.89				\$1,601,780.89	(\$100,000.00)	\$1,501,780.89
Calumet Park Public Library	\$171,196.03				\$171,196.03	\$0.00	\$171,196.03
Carol Stream Public Library		\$3,475,300.02			\$3,475,300.02	\$0.00	\$3,475,300.02
Chicago Heights Public Library	\$816,016.14				\$816,016.14	\$0.00	\$816,016.14
Chicago Ridge Public Library	\$1,359,532.10				\$1,359,532.10	\$0.00	\$1,359,532.10
Cicero Public Library	\$1,734,061.96				\$1,734,061.96	\$0.00	\$1,734,061.96
Clarendon Hills Public Library		\$741,925.31			\$741,925.31	\$0.00	\$741,925.31
Crestwood Public Library District	\$524,510.54				\$524,510.54	\$0.00	\$524,510.54
Crete Public Library District				\$1,770,382.98	\$1,770,382.98	\$0.00	\$1,770,382.98
Dolton Public Library District	\$1,185,163.59				\$1,185,163.59	\$0.00	\$1,185,163.59
Downers Grove Public Library		\$5,228,799.03			\$5,228,799.03	(\$617,829.00)	\$4,610,970.03
Eisenhower Public Library District	\$4,209,630.28				\$4,209,630.28	(\$665,899.33)	\$3,543,730.95
Elmwood Park Public Library	\$1,566,741.88				\$1,566,741.88	\$0.00	\$1,566,741.88
Evergreen Park Public Library	\$1,147,694.18				\$1,147,694.18	\$0.00	\$1,147,694.18
Flossmoor Public Library	\$1,300,528.53				\$1,300,528.53	\$0.00	\$1,300,528.53
Forest Park Public Library	\$1,809,294.44				\$1,809,294.44	\$0.00	\$1,809,294.44
Frankfort Public Library District	\$22,651.65			\$2,283,082.30	\$2,305,733.95	\$0.00	\$2,305,733.95
Franklin Park Public Library District	\$1,797,880.44				\$1,797,880.44	\$0.00	\$1,797,880.44
Geneva Public Library District			\$6,413,540.15		\$6,413,540.15	(\$1,486,330.00)	\$4,927,210.15
Glen Ellyn Public Library		\$4,629,932.58			\$4,629,932.58	(\$503,982.00)	\$4,125,950.58
Glenwood-Lynwood Public Library District	\$1,458,534.07				\$1,458,534.07	(\$454,012.50)	\$1,004,521.57
Grande Prairie Public Library District	\$1,460,247.08				\$1,460,247.08	\$0.00	\$1,460,247.08
Green Hills Public Library District	\$2,696,226.27				\$2,696,226.27	(\$350,000.00)	\$2,346,226.27
Harvey Public Library District	\$865,526.55				\$865,526.55	\$0.00	\$865,526.55

**Chart 2: County Tax Payments for 2017
SWAN FY21 Fee Chart**

Library Name	Cook County Treasurer Tax Year 2017	DuPage County Treasurer Tax Year 2017	Kane County Treasurer Tax Year 2017	Will County County Treasurer Tax Year 2017	Total Tax Revenue Issued	Bond Amount (Removed)	Public Library Tax Revenue Total
Hillside Public Library	\$1,190,598.08				\$1,190,598.08	\$0.00	\$1,190,598.08
Hinsdale Public Library	\$374,926.16	\$2,614,806.54			\$2,989,732.70	(\$216,612.00)	\$2,773,120.70
Hodgkins Public Library District	\$556,805.41				\$556,805.41	\$0.00	\$556,805.41
Homewood Public Library District	\$2,286,821.78				\$2,286,821.78	(\$140,350.00)	\$2,146,471.78
Indian Prairie Public Library District	\$236,905.68	\$ 3,349,738.53			\$3,586,644.21	\$0.00	\$3,586,644.21
Itasca Community Library		\$1,682,334.36			\$1,682,334.36	(\$204,787.00)	\$1,477,547.36
Justice Public Library District	\$301,443.84				\$301,443.84	\$0.00	\$301,443.84
Kaneville Public Library District			\$82,322.42		\$82,322.42	\$0.00	\$82,322.42
La Grange Public Library	\$2,960,564.56				\$2,960,564.56	(\$622,050.00)	\$2,338,514.56
LaGrange Park Public Library District	\$1,816,245.85				\$1,816,245.85	\$0.00	\$1,816,245.85
Lansing Public Library	\$2,487,866.65				\$2,487,866.65	(\$186,625.00)	\$2,301,241.65
Lyons Public Library	\$674,699.02				\$674,699.02	(\$15,000.00)	\$659,699.02
Markham Public Library	\$745,898.52				\$745,898.52	(\$262,600.00)	\$483,298.52
Matteson Area Public Library District	\$2,263,497.75				\$2,263,497.75	\$0.00	\$2,263,497.75
Maywood Public Library District	\$1,254,577.21				\$1,254,577.21	\$0.00	\$1,254,577.21
McCook Public Library District	\$555,474.52				\$555,474.52	(\$161,030.00)	\$394,444.52
Melrose Park Public Library	\$907,419.04				\$907,419.04	\$0.00	\$907,419.04
Messenger Public Library of North Aurora			\$1,729,424.83		\$1,729,424.83	\$0.00	\$1,729,424.83
Midlothian Public Library	\$1,263,198.54				\$1,263,198.54	\$0.00	\$1,263,198.54
Nancy L. McConathy Public Library District	\$310,251.98			\$100.00	\$310,351.98	(\$54,772.44)	\$255,579.54
North Riverside Public Library District	\$989,114.84				\$989,114.84	\$0.00	\$989,114.84
Northlake Public Library District	\$2,492,016.14				\$2,492,016.14	(\$633,600.00)	\$1,858,416.14
Oak Brook Public Library		\$941,675.00			\$941,675.00	\$0.00	\$941,675.00
Oak Lawn Public Library	\$5,722,161.57				\$5,722,161.57	(\$327,400.00)	\$5,394,761.57
Oak Park Public Library	\$9,526,329.65				\$9,526,329.65	(\$1,088,804.00)	\$8,437,525.65
Palos Heights Public Library	\$1,259,107.12				\$1,259,107.12	\$0.00	\$1,259,107.12
Palos Park Public Library	\$454,980.81				\$454,980.81	\$0.00	\$454,980.81
Park Forest Public Library	\$1,594,198.29			\$338,440.27	\$1,932,638.56	\$0.00	\$1,932,638.56
Prairie Trails Public Library District	\$1,831,743.86				\$1,831,743.86	\$0.00	\$1,831,743.86
Richton Park Public Library District	\$1,310,842.56				\$1,310,842.56	(\$422,587.50)	\$888,255.06
River Forest Public Library	\$1,243,856.07				\$1,243,856.07	\$0.00	\$1,243,856.07
River Grove Public Library District	\$423,527.02				\$423,527.02	\$0.00	\$423,527.02
Riverdale Public Library District	\$496,319.58				\$496,319.58	\$0.00	\$496,319.58
Riverside Public Library	\$1,081,578.33				\$1,081,578.33	\$0.00	\$1,081,578.33
St Charles Public Library District		\$563,043.90	\$7,303,711.62		\$7,866,755.52	\$0.00	\$7,866,755.52
Schiller Park Public Library	\$1,009,720.59				\$1,009,720.59	\$0.00	\$1,009,720.59
South Holland Public Library	\$2,013,927.55				\$2,013,927.55	\$0.00	\$2,013,927.55
Steger-South Chicago Heights Public Library District	\$290,186.04			\$130,398.20	\$420,584.24	(\$17,647.32)	\$402,936.92

**Chart 2: County Tax Payments for 2017
SWAN FY21 Fee Chart**

Library Name	Cook County Treasurer Tax Year 2017	DuPage County Treasurer Tax Year 2017	Kane County Treasurer Tax Year 2017	Will County County Treasurer Tax Year 2017	Total Tax Revenue Issued	Bond Amount (Removed)	Public Library Tax Revenue Total
Stickney-Forest View Public Library District	\$1,190,200.89				\$1,190,200.89	\$0.00	\$1,190,200.89
Sugar Grove Public Library District			\$1,344,406.52		\$1,344,406.52	(\$721,150.00)	\$623,256.52
Summit Public Library District	\$844,633.27				\$844,633.27	(\$492,790.00)	\$351,843.27
Thomas Ford Memorial Library	\$1,371,741.12				\$1,371,741.12	\$0.00	\$1,371,741.12
Thornton Public Library	\$137,048.89				\$137,048.89	\$0.00	\$137,048.89
Tinley Park Public Library	\$4,289,767.52			\$1,349,302.52	\$5,639,070.04	(\$531,000.00)	\$5,108,070.04
Town and Country Public Library District			\$1,270,304.28		\$1,270,304.28	\$0.00	\$1,270,304.28
University Park Public Library District	\$9,350.09			\$537,416.62	\$546,766.71	\$0.00	\$546,766.71
Villa Park Public Library		\$2,946,779.94			\$2,946,779.94	\$0.00	\$2,946,779.94
West Chicago Public Library District		\$2,185,791.74			\$2,185,791.74	\$0.00	\$2,185,791.74
Westchester Public Library	\$1,246,287.88				\$1,246,287.88	\$0.00	\$1,246,287.88
Westmont Public Library		\$1,879,256.65			\$1,879,256.65	\$0.00	\$1,879,256.65
William Leonard Public Library District	\$185,832.65				\$185,832.65	\$0.00	\$185,832.65
Wood Dale Public Library District		\$2,382,017.81			\$2,382,017.81	\$0.00	\$2,382,017.81
Woodridge Public Library		\$3,451,541.49		\$252,186.48	\$3,703,727.97	\$0.00	\$3,703,727.97
Worth Public Library District	\$773,981.48				\$773,981.48	\$0.00	\$773,981.48

Chart 3: Public Library Bond Amounts Reported

Public Library	Bond Amt for FY21 Fee Formula (2017)	End of Bond Date	Annual Debt Service 2015	Annual Debt Service 2016	Annual Debt Service 2017	Annual Debt Service 2018	Annual Debt Service 2019
Acorn Public Library District	\$ 61,120	12/1/2029	\$ 61,605.00	\$ 61,380.00	\$ 61,120.00	\$ 60,825.00	\$ 61,495.00
Alsip-Merrionette Park Public Library District	\$ 585,450	12/15/2020	\$ 585,325.00	\$ 588,075.00	\$ 585,450.00	\$ 585,000.00	\$ 589,100.00
Batavia Public Library District	\$ 721,500	12/31/2018	\$ 708,500.00	\$ 726,975.00	\$ 721,500.00	\$ 715,575.00	\$ 726,150.00
Bedford Park Public Library District	\$ -						
Beecher Community Library District	\$ -						
Bellwood Public Library	\$ -						
Bensenville Community Public Library District	\$ -						
Berkeley Public Library	\$ -						
Berwyn Public Library	\$ -						
Bloomingtondale Public Library	\$ -						
Blue Island Public Library	\$ -						
Bridgeview Public Library	\$ 258,463	12/1/2027	\$ 254,062.50	\$ 259,112.50	\$ 258,462.50	\$ 258,462.50	\$ 257,450.00
Broadview Public Library District	\$ 271,905	12/31/2033		\$ 222,702.50	\$ 271,905.00	\$ 268,305.00	\$ 269,705.00
Brookfield Public Library	\$ -						
Calumet City Public Library	\$ 100,000		\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Calumet Park Public Library	\$ -						
Carol Stream Public Library	\$ -						
Chicago Heights Public Library	\$ -						
Chicago Ridge Public Library	\$ -						
Cicero Public Library	\$ -						
Clarendon Hills Public Library	\$ -						
Crestwood Public Library District	\$ -						
Crete Public Library District	\$ -						
Dolton Public Library District	\$ -						
Downers Grove Public Library	\$ 617,829	1/31/2017	\$ 614,076.00	\$ 623,487.00	\$ 617,829.00		
Eisenhower Public Library District	\$ 665,899	6/15/2027	\$ 773,805.00	\$ 748,505.00	\$ 665,899.33	\$ 667,147.00	\$ 667,187.00
Elmwood Park Public Library	\$ -						
Evergreen Park Public Library	\$ -						
Flossmoor Public Library	\$ -						
Forest Park Public Library	\$ -						
Frankfort Public Library District	\$ -						
Franklin Park Public Library District	\$ -						
Geneva Public Library District	\$ 1,486,330	12/31/2037			\$ 1,486,330.00	\$ 651,690.00	\$ 651,340.00
Glen Ellyn Public Library	\$ 503,982		\$ 510,328.00	\$ 508,108.00	\$ 503,982.00		
Glenwood-Lynwood Public Library District	\$ 454,013	12/1/2030	\$ 454,912.50	\$ 454,512.50	\$ 454,012.50	\$ 458,412.50	\$ 452,612.50
Grande Prairie Public Library District	\$ -						
Green Hills Public Library District	\$ 350,000		\$ 335,000.00	\$ 335,000.00	\$ 350,000.00	\$ 355,000.00	\$ 365,000.00
Harvey Public Library District	\$ -						
Hillside Public Library	\$ -						
Hinsdale Public Library	\$ 216,612		\$ 199,582.00	\$ 209,712.00	\$ 216,612.00	\$ 223,312.00	\$ 229,812.00

Chart 3: Public Library Bond Amounts Reported

Public Library	Bond Amt for FY21 Fee Formula (2017)	End of Bond Date	Annual Debt Service 2015	Annual Debt Service 2016	Annual Debt Service 2017	Annual Debt Service 2018	Annual Debt Service 2019
Hodgkins Public Library District	\$ -						
Homewood Public Library District	\$ 140,350	4/1/2020	\$ 142,625.00	\$ 139,025.00	\$ 140,350.00	\$ 141,395.00	\$ 142,053.75
Indian Prairie Public Library District	\$ -						
Itasca Community Library	\$ 204,787	12/31/2023	\$ 206,476.00	\$ 205,738.00	\$ 204,787.00	\$ 203,625.00	\$ 202,250.00
Justice Public Library District	\$ -						
Kaneville Public Library District	\$ -						
La Grange Public Library	\$ 622,050	12/1/2024	\$ 627,850.00	\$ 627,550.00	\$ 622,050.00	\$ 626,450.00	\$ 625,550.00
LaGrange Park Public Library District	\$ -	12/16/2023				\$ 12,738.00	\$ 148,600.00
Lansing Public Library	\$ 186,625		\$ 191,425.00	\$ 191,787.50	\$ 186,625.00	\$ 185,900.00	\$ 184,500.00
Lyons Public Library	\$ 15,000		\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Markham Public Library	\$ 262,600	1/1/2025	\$ 252,575.00	\$ 257,718.75	\$ 262,600.00	\$ 267,218.75	\$ 93,150.00
Matteson Area Public Library District	\$ -						
Maywood Public Library District	\$ -						
McCook Public Library District	\$ 161,030	12/15/2022	\$ 164,250.00	\$ 160,290.00	\$ 161,030.00	\$ 161,217.50	\$ 161,017.50
Melrose Park Public Library	\$ -						
Messenger Public Library of North Aurora	\$ -						
Midlothian Public Library	\$ -						
Nancy L. McConathy Public Library District	\$ 54,772			\$ 55,543.54	\$ 54,772.44	\$ 54,772.44	\$ 54,772.44
North Riverside Public Library District	\$ -						
Northlake Public Library District	\$ 633,600	12/31/2024	\$ 692,619.00	\$ 845,269.00	\$ 633,600.00	\$ 643,100.00	\$ 647,200.00
Oak Brook Public Library	\$ -						
Oak Lawn Public Library	\$ 327,400	12/31/2021	\$ 326,150.00	\$ 329,400.00	\$ 327,400.00	\$ 330,275.00	\$ 327,900.00
Oak Park Public Library	\$ 1,088,804	3/30/2021	\$ 3,067,594.00	\$ 2,594,238.00	\$ 1,088,804.00	\$ 1,069,345.03	\$ 1,075,733.95
Palos Heights Public Library	\$ -						
Palos Park Public Library	\$ -						
Park Forest Public Library	\$ -						
Prairie Trails Public Library District	\$ -						
Richton Park Public Library District	\$ 422,588	6/30/2033	\$ 423,187.50	\$ 423,087.50	\$ 422,587.50	\$ 422,187.50	\$ 422,187.50
River Forest Public Library	\$ -						
River Grove Public Library District	\$ -						
Riverdale Public Library District	\$ -						
Riverside Public Library	\$ -						
St Charles Public Library District	\$ -						
Schiller Park Public Library	\$ -						
South Holland Public Library	\$ -						
Steger-South Chicago Heights Public Library District	\$ 17,647	7/20/2021		\$ 8,823.66	\$ 17,647.32	\$ 17,647.32	\$ 17,647.32
Stickney-Forest View Public Library District	\$ -						
Sugar Grove Public Library District	\$ 721,150		\$ 678,550.00	\$ 702,950.00	\$ 721,150.00	\$ 743,300.00	\$ 764,250.00
Summit Public Library District	\$ 492,790			\$ 548,985.23	\$ 492,790.00	\$ 499,913.50	\$ 506,771.50
Thomas Ford Memorial Library	\$ -						

Chart 3: Public Library Bond Amounts Reported

Public Library	Bond Amt for FY21 Fee Formula (2017)	End of Bond Date	Annual Debt Service 2015	Annual Debt Service 2016	Annual Debt Service 2017	Annual Debt Service 2018	Annual Debt Service 2019
Thornton Public Library	\$ -						
Tinley Park Public Library	\$ 531,000	12/22/2022	\$ 517,400.00	\$ 522,200.00	\$ 531,000.00	\$ 533,600.00	\$ 535,200.00
Town and Country Public Library District	\$ -						
University Park Public Library District	\$ -						
Villa Park Public Library	\$ -	12/31/2035				\$ 393,400.00	\$ 387,400.00
West Chicago Public Library District	\$ -						
Westchester Public Library	\$ -						
Westmont Public Library	\$ -						
William Leonard Public Library District	\$ -						
Wood Dale Public Library District	\$ -						
Woodridge Public Library	\$ -						
Worth Public Library District	\$ -						

Chart 4: Academic, School, Special Library Fees

Academic Libraries

- 1) Student Population (IBHE Profile), rounded to nearest 1,000 * 2 [2017 data reported]
- 2) Title Count rounded to nearest 1,000 / 3

	Population	Item Count	Pop Fee	Item/Title Fee	FY21 Total
National University of Health Sciences	365	28,618	\$ 2,000	\$ 9,667	\$ 11,667
Prairie State College	4,164	46,264	\$ 8,000	\$ 15,333	\$ 23,333

School Libraries

- 1) Student Population (Illinois Report Card), rounded to nearest 1000 * 5 [2018-2019 Report Card data]
- 2) Building Location/Branch Fee \$2,500 per building

	Population	Buildings	Pop Fee	Building Fee	FY21 Total
Bensenville School District #2	2,218	3	\$ 10,000	\$ 7,500	\$ 17,500

Special Libraries

- 1) Title Fee (Tier 1 <10,000 \$7,500; Tier 2 <40,000 \$10,000; Tier 3 > 40,000 \$12,500)
- 2) Building Location/Branch Fee \$2,500 per building

	Buildings	Title Count	Building Fee	Title Fee	FY21 Total
Morton Arboretum	1	23,534	\$ 2,500	\$ 10,000	\$ 12,500
The Theosophical Society in America	1	29,044	\$ 2,500	\$ 10,000	\$ 12,500

Date: February 4, 2020
To: Library Directors & Administrators
From: Aaron Skog, Executive Director
Re: Revisions to SWAN ByLaws



The SWAN Board in 2018 requested a legal opinion on the areas of SWAN ByLaws which pertain to Membership voting and online participation and how these intersect with the Illinois Open Meetings Act. Work on the ByLaws was set aside to allow the 501(c)3 investigation to move forward. At the December 2019 Board meeting it was agreed to convene the ByLaws Committee and bring recommended revisions to the organization ByLaws.

The revisions to the ByLaws encompass three main areas. The ByLaws define “Membership” and “Board” as distinct, with separate roles for approving specific activities.

1. Online Membership voting for SWAN Board: a January 2020 legal opinion requested by the ByLaws Committee determined that Board elections should either be made in-person at a Membership meeting, or have the online election be an advisory poll which the sitting Board members would endorse as the successors to the seats. The SWAN Board is recommending in-person elections.
2. Budget approval can have an online advisory poll to obtain Membership feedback, but the actual approval of the budget would become a Board approval.
3. Revision of the ByLaws would retain the requirement of Membership approval. Revising the SWAN Intergovernmental Agreement would also retain the requirement of Membership approval.

These changes allow expanded membership input to take place online. The Open Meetings Act however forbids official decision-making taking place online, so in order to allow SWAN to allow expanded online participation the compromise is to shift some Membership approval authority to the SWAN Board.

This timeline incorporates ByLaws approval and the admission of three new member libraries.

February 4, 2020	Include agenda topic on ByLaws for COW and begin official 30 day posting
March 5, 2020	Discuss and seek approval of revisions to SWAN ByLaws at scheduled Quarterly meeting
May 1 -30, 2020	Online membership poll to admit 3 new libraries
June 19, 2020	SWAN Board votes on admitting 3 new libraries