

SWAN BOARD MEETING AGENDA

SWAN

800 Quail Ridge, Westmont, IL 60559

March 20, 2020 - Time 9:30 a.m.

Conference Room

*SWAN Board Meeting – Online Access
Fri, Mar 20, 2020 9:30 PM - 12:00 AM (CDT)*

*Join from computer, tablet or smartphone.
<https://global.gotomeeting.com/join/630468421>*

*Dial in using your phone.
United States: [+1 \(872\) 240-3311](tel:+18722403311)
Access Code: 630-468-421*

1. Call to Order, Roll Call
2. Introduction of Visitors/Public Comment

Public comment is allowed at SWAN meetings

3. Action Item – Acceptance of the March 20, 2020 SWAN Board Meeting Agenda

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE MARCH 20, 2020 SWAN BOARD MEETING AGENDA AS PRESENTED

4. Action Item – Approval of SWAN Financials, February
 - a. Balance sheet and detail of expenditures for February 2020
 - b. Approval of the payment of bills for February 1, 2020 through February 29, 2020 in the amount of \$168,218.32

RESOLVED, THAT THE SWAN BOARD APPROVES THE PAYMENT OF BILLS FOR FEBRUARY 1 THROUGH FEBRUARY 29, 2020 AND ACCEPTS THE BALANCE SHEET AND DETAIL OF EXPENDITURES FOR FEBRUARY 2020

5. Action Item – Acceptance of the February 21, 2020 SWAN Board Meeting Minutes

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE FEBRUARY 21, 2020 SWAN BOARD MEETING MINUTES AS PRESENTED

6. Action Item – Executive Session

Executive Session for the purposes of discussing “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body.” 5 ILCS 120/2(c) (1).

7. Reports

- a. Board President Report
- b. Executive Director Report
- c. Operations Report
- d. Treasurer Report
- e. Board Calendar

8. Action Item – Ratify SWAN FY21 Budget Vote

RESOLVED, THAT THE SWAN BOARD APPROVES THE FISCAL YEAR 2021 BUDGET FOR JULY 1, 2020 THROUGH JUNE 30, 2021 AS VOTED ON BY THE SWAN FULL MEMBER LIBRARIES ON MARCH 5, 2020

9. Action Item – Authority to Pay Bills for March 2020 and April 2020

RESOLVED, THAT THE SWAN BOARD AUTHORIZES THE EXECUTIVE DIRECTOR TO SIGN ALL CHECKS AND PAYMENTS, AND FOR THE SECOND SIGNATURE WILL UTILIZE THE TREASURER’S STAMP WITH PRIOR APPROVAL ELECTRONICALLY, UNTIL JUNE 30, 2020

10. Discussion Item – SWAN COVID-19 Crisis & Future Actions

11. Discussion Item – SWAN Bylaws Revisions

12. Discussion Item – Updated Board Election Timetable

13. Discussion Item – Review SWAN Executive Director Performance Document

14. Discussion Item – Update on SirsiDynix Agreement Extension

The next SWAN Board Meeting will be held on April 17, 2020 at SWAN Quail Ridge at 9:30 a.m.

15. Adjournment

*All agenda items may be acted upon by the SWAN Board

SWAN Board Member	Library	Office	Term Expires
Ted Bodewes	Thomas Ford Memorial Library	President	July 1, 2020
Jamie Bukovac	Indian Prairie Public Library	Treasurer	July 1, 2020
Stacy Wittmann	Eisenhower Public Library District	Vice President	July 1, 2021
Julie Milavec	Downers Grove Public Library		July 1, 2021
Dawn Bussey	Glen Ellyn Public Library	Secretary	July 1, 2022
Robin Wagner	South Holland Public Library		July 1, 2022
Jane Jenkins	Green Hills Public Library District		July 1, 2022