



# SWAN Circulation Advisory Group Agenda

---

Wednesday, November 18, 2020, 9:30 AM – 12:00 PM

[GoToWebinar](#)

## Chairs:

- Crystal Vela, Chair, SWAN
- Samantha Dietel, co-chair, SWAN

- I. Welcome and introductions
- II. Election results
- III. Charge {Exhibit A}
  - a. Meeting changes
- IV. Aspen Demo
- V. SWAN 100 update
  - a. Exhibit B
- VI. COVID-19 Closures
- VII. Next Meeting

Wednesday, January 20, 2021, 9:30 AM – 12:00 PM - [Register on L2](#)



## SWAN Circulation Advisory Group

### CHARGE

The Circulation Advisory Group is a 9-member advisory group that meets quarterly. Meetings are held four times a year on the third Wednesday of the month. The Advisory Group members serve two-year terms on a rotating basis. Advisory Group members may be called to volunteer as members of strategic task forces. This group will take part in discussions led by SWAN and will bring forth resulting recommendations to the SWAN Executive Director.

All discussions and research topics are guided by the following principles:

- Consensus building leads to constructive progress
- Consortium-wide perspective is prioritized over individual library procedures
- Patron experience guides recommendations
- Cooperation between other Advisory Groups creates a better consortium

### 2021 FOCUS

Annually, focal topics will be selected to assist SWAN leadership in addressing strategic direction and tactical planning. Topics of importance in calendar year 2021 include:

- Consolidation of item types for a more consistent staff and patron experience in interlibrary loan and reciprocal borrowing
- Review of messaging driven by circulation transactions
- Development and review of online training
- Patron management, including growth in digital-only and school/student users

### LEADERSHIP

Crystal Vela, SWAN User Experience Consultant – Chair

Samantha Dietel, SWAN Bibliographic Services Consultant – Co-Chair

### 2020 ADVISORY GROUP MEMBERS

For the 2020/2021 election, only 4 seats will be filled as we move toward a 9-member advisory group

- Sandra Leyva, Alsip-Merrionette Park Public Library District [11/2021]
- Christine Sporleder Bloomingdale Public Library [11/2021]
- Victoria Muraiti, River Forest Public Library [11/2021]
- Debbie Sheehan, Indian Prairie Public Library District [11/2021]
- Peggy Tomzik, Eisenhower Public Library District [11/2021]
- Jeri Cain, Carol Stream Public Library [11/2021]
- Thomas Webb, Matteson Area Public Library District [11/2022]
- Stephanie DeYoung, Batavia Public Library District [11/2022]

- Lucas McKeever, Elmwood Park Public Library [11/2022]
- Karin Gerson, Homewood Public Library [11/2022]

## 2021 MEETING DATES

- Wednesday, January 20th, 2021 (9:30 AM - 12:00 PM)
- Wednesday, March 17th, 2021 (9:30 AM - 12:00 PM)
- Wednesday, July 21st, 2021 (9:30 AM - 12:00 PM)
- Wednesday, November 17th, 2021 (9:30 AM - 12:00 PM)

# SWAN100 Migration Timeline

Training for new libraries. Recordings and resources available for all SWAN libraries.

<https://support.swanlibraries.net/swan100>

