



SWAN Quarterly Meeting

March 4, 2021

Agenda

- Welcome & Business
- Introduction of new library directors
- Approval of the December 5, 2020 Quarterly meeting minutes
- Fiscal Year 2022: Budget, Fees, EBSCO
- Board election process: 2 seats open 2021
- Aspen Discovery investigation update
- SWAN Use Policy

Next meeting: June 3, 2021

SWAN Budget Overview

Fiscal Year 2022: July 1, 2021 through June 30, 2022

Timeline

- ~~Board review Nov, Dec, Jan~~
- ~~Budget documents posted for COW~~
- ~~COW Feb presentation & feedback gathered~~
- ~~SWAN board meeting February 19th~~
- Online vote March 2 – March 12

Budget Highlights

- 100 Libraries strong
- No library add-ons in FY22
- Past 5-years 25 libraries joined
- Cloud infra-structure-as-a-service
- Full Independence
 - July 1, 2021 the only RAILS service SWAN will depend upon is delivery
- Revenue
 - Lower interest income
 - Lower RAILS funding
- Expenses
 - Overall, less than 1% increase (0.9%)
 - Added Aspen Discovery annual maintenance (reserves year-1)
 - Added KitKeeper & Book Club Kits
 - Reduced expenses due to pandemic

SWAN Reserves

Capital Expenditures (anything over \$5,000)	FY21	FY22	FY23	FY24	FY25
	July 2020-June 2021	July 2021-June 2022	July 2022-June 2023	July 2023-June 2024	July 2023-June 2025
Prior Year Balance: End of fiscal year, final audit, see "Unrestricted" on Balance Sheet	\$2,035,646	\$1,998,710	\$1,908,710	\$1,908,710	\$1,908,710
Reserves collected & Impact Fee	\$26,283	\$0	\$0	\$0	\$0
Server replacement: no longer required with cloud-based Infrastructure-as-a-Service*	\$0	\$0	\$0	\$0	\$0
Firewall replacement: no longer required with cloud-based Intrastructure-as-a-Service	\$0	\$0	\$0	\$0	\$0
Aspen Discovery Project		(\$85,000)			
Baker & Taylor Project	(\$5,000)	(\$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	\$1,998,710	\$1,908,710	\$1,908,710	\$1,908,710	\$1,908,710
Maintain 4 months operating in reserve (policy)	(\$1,332,385)	(\$1,343,713)	(\$1,410,898)	(\$1,481,443)	(\$1,555,516)
Over/(Under) Reserve Policy	\$666,325	\$564,997	\$497,812	\$427,267	\$353,194

Membership Fees

- Separate formula for academic, school, special, and public libraries
- Public library formula based on county tax data (Cook, DuPage, Kane, Will)
 - Self-reported bond payments, debt service obligations deducted from total tax data
 - Completion of debt service payments may increase fees (ex: Downers Grove)
 - Details on how SWAN membership fees are calculated
<https://support.swanlibraries.net/about/budget>
- State funding via RAILS LLSAP is applied as a reduction in membership fees for 95 public libraries

Electronic Ballot System

myDirectVote

Unique username & password


Secure vote & ballot

No email? Click “Support”

SWAN Fiscal Year 2022 Budget Approval

<https://www.directvote.net/myDV15/login.aspx?e=1430>

March 3, 2022



SWAN Fiscal Year 2022 Budget Approval

Please log in using your username and passcode provided for this election.

Username


Election Passcode


Log In


[Forgot your login information](#)

For general questions, please call 630-326-7022 or email Aaron Skog aaron@swanlibraries.net. Click "Support" below for assistance with voting.

[Privacy Policy](#) [Support](#)

 **myDirectVote**
Survey & Ballot Systems

 **Norton**
powered by digicert

POWERED BY 

SWAN Library Services

SWAN Board Election

Ted Bodewes, SWAN Board President

Thomas Ford Memorial Library, Western Springs, IL

SWAN Board Election: 2 Seats July 1, 2021 Start 3-year term

The SWAN Board is comprised of seven library directors/administrators elected at-large from the libraries in SWAN. Board meetings are held monthly on a Friday of each month at 9:30a.m.

Election Process Announced	March 4, 2021 (Quarterly)
Online Self-Nominations Accepted	April 5 – 30, 2021
Names of Candidates Released	May 3, 2021
Electronic Ballot	May 10 – May 31, 2021
Results Announced	June 1, 2021
Elected Candidates invited to June SWAN Board Meeting	June 18, 2021
Candidates' Terms Begin	July 1, 2021
July Board Meeting	July 23, 2021

Parallel Discovery Platform Project: Aspen Discovery

Tara Wood, SWAN User Experience Manager

SWAN Requests Live in Aspen

Top 3 Highlights from
January - March 2021

Total SWAN Requests Live in
Aspen Since May 15, 2020 kickoff:

~ 90 features and fixes

30 Symphony integration
updates



Better record grouping for
movies and TV series

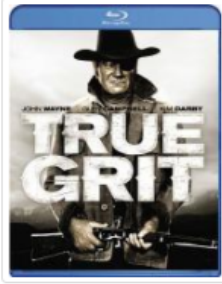


New combo pack and Kindle
formats



Expanded video game formats

#1. Better record grouping for movies and TV series



★★★★★

1) True grit

Series John Wayne collection
Widescreen DVD collection


Language English

Choose a Format

Blu-ray Show Edition	Available from another library Quick Copy View	Place Hold
DVD Show Editions	On Shelf Oak Brook Public Library - Adult DVD Feature Film Quick Copy View	Place Hold
VHS Show Editions	Available from another library Quick Copy View	Place Hold

In "True Grit," U.S. Marshal Rooster Cogburn helps a headstrong young girl find the man who murdered her father in Native American territory and fled with the family savings. When Rooster's employer insists on accompanying the old gunfighter, sparks fly. The situation goes from troubled to disastrous when an inexperienced Texas Ranger joins the party. In "Rio Lobo," a spectacular robbery of a Union pay train by Confederate guerillas leads to the train's...

[More Info](#) [Add to list](#) [Group With](#) [SHARE](#) [f](#) [p](#)



★★★★★

2) True grit

Language English

Choose a Format

Blu-ray Show Edition	Available from another library Quick Copy View	Place Hold
Blu-ray / DVD Combo Show Edition	Available from another library Quick Copy View	Place Hold

Mattie Ross is determined to avenge her father's blood by capturing Tom Chaney, the man who shot and killed him for two pieces of gold. Just fourteen, she enlists the help of Rooster Cogburn, a one-eyed, trigger-happy U.S. Marshall with an affinity for drinking, and hardened Texas Ranger LaBoeuf to track the fleeing Chaney. Despite their differences, their ruthless determination leads them on a perilous adventure that can only have one outcome: retribution....

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#2. Expanded video game formats

More Formats

Please select one of the items below to narrow your search by Format.

☐ Audiobook Cassette (2,222)

☐ Audiobook CD (46,293)

☐ Audiobook MP3-CD (1,085)

☐ Blu-ray (9,377)

☐ Blu-ray / DVD Combo (1,993)

☐ Book (930,722)

☐ Book Club Kit (16)

☐ Braille (345)

☐ CD+ DVD Combo (1,111)

☐ Chip Cartridge (24)

☐ Disc Cartridge (4)

☐ DVD (97,106)

☐ eAudiobook (13,640)

☐ eBook (44,946)

☐ eVideo (5)

☐ Graphic Novel (31,793)

☐ Image (1,962)

☐ Nintendo DS (413)

☐ Nintendo Switch (572)

☐ Nintendo Wii (876)

☐ Nintendo Wii U (142)

☐ Other Audio (583)

☐ Other Electronic (116)

☐ Other Music (98)

☐ Other Video (536)

☐ Phonograph (969)

☐ Physical Object (3,185)

☐ PlayStation (48)

☐ PlayStation 2 (152)

☐ PlayStation 3 (844)

☐ PlayStation 4 (1,264)

☐ PlayStation 5 (38)

☐ PlayStation Vita (79)

☐ Pre-loaded Audio (10,134)

Close

Apply Filters

#3. New Kindle & combo pack formats

Ratatouille



Average Rating ★★★★★

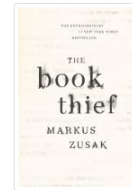
Series Disney DVD
Disney Blu-ray
Publisher Varies, see individual formats and editions
Pub. Date Varies, see individual formats and editions
Language English

Choose a Format

Blu-ray / DVD Combo Show Editions	On Shelf Downers Grove Public Library - 1st Floor - Kids Quick Copy View	J BLU-RAY RATATOUILLE	Place Hold
DVD Show Edition	On Shelf Downers Grove Public Library - 1st Floor - Kids has 2 Quick Copy View	J DVD RATATOUILLE	Place Hold

Add to list SHARE

The book thief



Average Rating ★★★★★
5 star (1)
4 star (0)
3 star (0)
2 star (0)
1 star (0)

Author Zusak, Markus
Series |
Publisher Varies, see individual formats and editions
Pub. Date Varies, see individual formats and editions
Language English
Lexile measure 730L
Appears on these lists NYT - Children's Paperback Books
NYT - Young Adult Paperback

Choose a Format

Book Show Editions	On Shelf Downers Grove Public Library - 2nd Floor - Teen has 2 Quick Copy View	TEEN FICTION ZUSAK, M.	Place Hold
Audiobook CD Show Edition	On Shelf Downers Grove Public Library - 2nd Floor - Adult Quick Copy View	TEEN CD FICTION ZUSAK, M.	Place Hold
eAudiobook Show Edition	Available Online 20 copies, 1 person is on the wait list. Downers Grove Public Library - OverDrive Advantage Online OverDrive Collection has 22		Check Out OverDrive Preview Part 1
eBook Show Edition	Available Online 50 copies, 1 person is on the wait list. Online OverDrive Collection has 50		Check Out OverDrive Preview From the book
Kindle Show Edition	Available Online 50 copies, 1 person is on the wait list. Online OverDrive Collection has 50		Check Out OverDrive Preview From the book
Large Print Show Edition	On Shelf Downers Grove Public Library - 2nd Floor - Adult Quick Copy View	LARGE TYPE FICTION ZUSAK, M.	Place Hold

New Overdrive Features

Example of requests from the Aspen community that also benefit us



Overdrive Magazines integration




Overdrive previews



Better handling of consortia integration

Overdrive Magazines & Preview



2) **The Economist**

Series The Economist
Language English

Choose a Format

[eMagazine](#)
[Show Edition](#)

[Available Online](#)
[Quick Copy View](#)


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☆☆☆☆☆

The Economist is a global weekly magazine written for those who share an uncommon interest in being well and broadly informed. Each issue explores domestic and international issues, business, finance, current affairs, science, technology and the arts.

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Preview From the Issue



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Releases March 2020 – March 2021

A graphic consisting of two overlapping chevrons pointing right. The left chevron is dark teal and contains the word "Aspen" in white. The right chevron is a lighter teal and contains the number "20" in dark grey.

Aspen

20

A graphic consisting of two overlapping chevrons pointing right. The left chevron is dark orange and contains the word "Enterprise" in white. The right chevron is a lighter orange and contains the number "1" in dark grey.

Enterprise

1

Usability Testing Feedback



“It has all the formats! What's nice it makes it very clear which format it is. I can get it on Kindle, I can get it on Overdrive, I can get it on Axis. I like a lot of audiobooks...so I like this format, it makes it very clear.” Participant A



On the “While You Wait” feature - “Oh that’s cool. I like that is shows different books. It makes it easy...for kid picture books it's hard, you don’t know what you’re looking for, I like that this gives you ideas.” Participant B



It seems to be less clicks to get to what you want.” Participant C

Aspen Pilot

What's happening now

- We're in beta!
- Research activities:
 - Usability testing analysis
 - Usage stats analysis
 - Surveys
- Feature backlog
- Development priorities

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

Library Use Policy

Steven Schlewitt, SWAN IT & System Support Manager

SWAN Library Use Policy

[https://support.swanlibraries.net/
policy/85218](https://support.swanlibraries.net/policy/85218)

Clarifies responsibilities of **Member Libraries** and their staff when accessing and maintaining patron data

Specifies **how passwords and credentials to SWAN systems should be handled**

Serves to prevent surprises in the form of unwanted access

Should be read and maintained by library staff and directors

Announcements & Questions

Ted Bodewes, SWAN Board President

Thomas Ford Memorial Library, Western Springs, IL