

SWAN BOARD MEETING AGENDA

September 17, 2021 9:30 a.m.

Online Meeting

Per Illinois Public Act 101-0640, this meeting will be held by remote attendance

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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 September 17, 2021 SWAN Board Meeting Agenda

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE SEPTEMBER 17, 2021 SWAN BOARD MEETING AGENDA AS PRESENTED

4. Action Item – Approval of SWAN Financials, July
 - a. Balance sheet and detail of expenditures for July 2021
 - b. Approval of the payment of bills for July 1, 2021 through July 31, 2021 in the amount of \$521,971.73

RESOLVED, THAT THE SWAN BOARD APPROVES THE PAYMENT OF BILLS FOR JULY 1 THROUGH JULY 31, 2021 AND ACCEPTS THE BALANCE SHEET AND DETAIL OF EXPENDITURES FOR JULY 2021

5. Action Item – Approval of SWAN Financials, August
 - a. Balance sheet and detail of expenditures for August 2021
 - b. Approval of the payment of bills for August 1, 2021 through August 31, 2021 in the amount of \$54,583.96

RESOLVED, THAT THE SWAN BOARD APPROVES THE PAYMENT OF BILLS FOR AUGUST 1 THROUGH AUGUST 31, 2021 AND ACCEPTS THE BALANCE SHEET AND DETAIL OF EXPENDITURES FOR AUGUST 2021

6. Action Item – Acceptance of the July 23, 2021 SWAN Board Meeting Minutes

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE JULY 23, 2021 SWAN BOARD MEETING MINUTES AS PRESENTED

7. Action Item – Approve revised Holiday Policy

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE UPDATED HOLIDAY POLICY AS PRESENTED

8. Reports

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

9. Action Item – Authority to pay bills for September 2021 through February 2022

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 FEBRUARY 28, 2022

10. Action Item – Approve purchase limit for SWAN organization credit card

RESOLVED, THAT THE SWAN BOARD APPROVE A PURCHASE LIMIT FROM \$20,000 TO \$25,000 FOR THE SWAN ORGANIZATION CREDIT CARD

11. Adjournment

SWAN Board Member	Library	Office	Term Expires
Ted Bodewes	Thomas Ford Memorial Library	President	July 1, 2023
Jennifer Cottrill	Midlothian Public Library	Vice President	July 1, 2023
Dawn Bussey	Glen Ellyn Public Library	Treasurer	July 1, 2022
Jane Jenkins	Green Hills Public Library District	Secretary	July 1, 2022
Charity Gallardo	La Grange Public Library		July 1, 2024
Tim Jarzemsky	Bloomindale Public Library		July 1, 2024
Jesse Blazek	Palos Heights Public Library		July 1, 2022