

# SWAN BOARD MEETING AGENDA

December 16, 2022 9:30 a.m.

Homewood Public Library District  
17917 Dixie Highway  
Homewood, IL 60430-1794

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 December 16, 2022, SWAN Board Meeting Agenda

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE DECEMBER 16, 2022 SWAN BOARD MEETING AGENDA AS PRESENTED

4. Action Item – Approval of SWAN Financials, November 2022
  - a. Balance sheet and detail of expenditures for November 2022
  - b. Approval of the payment of bills for November 1, 2022, through November 30, 2022 in the amount of \$63,061.56

RESOLVED, THAT THE SWAN BOARD APPROVES THE PAYMENT OF BILLS FOR NOVEMBER 1 THROUGH NOVEMBER 30, 2022 AND ACCEPTS THE BALANCE SHEET AND DETAIL OF EXPENDITURES FOR NOVEMBER 2022

5. Action Item – Acceptance of the November 18, 2022, SWAN Board Meeting Minutes

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE NOVEMBER 18, 2022 SWAN BOARD MEETING MINUTES AS PRESENTED

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

7. Action Item— Approval of SWAN Sick Time Accrual for Part Time Employees at same rate as full time employees

RESOLVED, THAT THE SWAN BOARD APPROVES THE SWAN SICK LEAVE POLICY AS PRESENTED

8. Action Item – Approval of the SWAN Leave Donation Policy

RESOLVED, THAT THE SWAN BOARD APPROVES THE LEAVE DONATION POLICY

9. Discussion Item – SWAN fiscal year 2024 budget & fees draft

10. Discussion Item – Addison Public Library timeline and membership approval process

11. Adjournment

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

| <b>SWAN Board Member</b> | <b>Library</b>                | <b>Office</b>  | <b>Term Expires</b> |
|--------------------------|-------------------------------|----------------|---------------------|
| Ted Bodewes              | Thomas Ford Memorial Library  | President      | July 1, 2023        |
| Jennifer Cottrill        | Midlothian Public Library     | Vice-president | July 1, 2023        |
| Dorothy Koll             | Acorn Public Library District |                | July 1, 2024        |
| Tim Jarzemsky            | Bloomindale Public Library    | Treasurer      | July 1, 2024        |
| Anna Wassenaar           | Blue Island Public Library    |                | July 1, 2025        |
| Colleen Waltman          | Homewood Public Library       |                | July 1, 2025        |
| Jesse Blazek             | Palos Heights Public Library  | Secretary      | July 1, 2025        |