SWAN Administrators' Quarterly Meeting Minutes

March 7, 2024
10:00 a.m. – 12 p.m.
Oak Brook Public Library
600 Oak Brook Road Oak Brook, IL 60523
Meeting recording: https://www.youtube.com/watch?v=2TxH42y8qZQ

1. **Call to Order and Welcome**
   President Cottrill called the meeting to order at 10:00 a.m. Blazek, Cottrill, Johson, Koll, Waltman, Wassenaar were present to establish a board quorum.

2. **Public Comment**

   No public comment.

3. **Introduction of New Library Directors and Visitors**
   None

4. **Action Item – Approval of the December 7, 2023, Quarterly meeting minutes**
   Weseloh (West Chicago Public Library District) motioned, seconded by Craft (Clarendon Hills Public Library). Motion carried by unanimous vote.

5. **Information Item – Board election for 2024**
   Skog reviewed the election process & timetable for the upcoming FY25 with two seats open.

6. **Information Item – EBSCO group purchase renewal for 2024**
   Skog reviewed the EBSCO database subscription renewal. He also reviewed the timeline.

7. **Action Item – Approval of the fiscal year 2025 budget & membership fees**
   The approval took place along with an overview from Skog.

   Musil (Tinley Park Public Library) motioned, seconded by Cottonaro (Alsip-Merrionette Park Public Library). Voting results: 41 YES, 0 NO, 60 ABSENT, motion passed.

8. **Action Item – Amend fiscal year 2024 budget for single sign-on project expense.**
   Weseloh (West Chicago Public Library District) motioned, seconded by Waltman (Homewood Public Library District). Voting results: 41 YES, 0 NO, 60 ABSENT, motion passed.

9. **Information Item – SWAN platform survey results**

   Skog reviewed the survey results. Discussion ensued. Cottrill discussed the next steps.

10. **Information Item – Introduction to new SWAN consulting arrangement**

    Brandwein discussed the new SWAN consulting arrangement.

11. **Announcements and Questions**

    Berwyn Public Library and Homewood Public Library celebrating their 100th anniversary this year.

12. **Next meeting: June 6, 2024**

   Cottrill ended the meeting at 11:11 a.m.

                                        Minutes Prepared by Ginny Blake

                                        Respectfully Submitted,

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