# SWAN Administrators' Quarterly Meeting Minutes

**10:00 a.m. – 12:00 p.m.**
**December 5, 2024**
**https://swanlibraries-net.zoom.us/meeting**

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

2. **Public Comment**
   No public comment.

3. **Introduction of New Library Directors and Visitors**
   Heather-Marie Montilla, Bellwood Public Library

4. **Action Item – Approval of the September 5, 2024, Quarterly meeting minutes**
   Tabled till March 2025 Quarterly meeting

5. **Information Item – SWAN Board Environmental Scan Task Force update**
   Skog updated the group on the Scan Task Force.  The Sirsi Dynix contract concludes April 30th.  The final recommendations and report will be brought to the SWAN Board & members

6. **Information Item – Gale proposal for subscription e-resources**
   Tara Wood gave an overview of the Gale proposal.

7. **Discussion Item – Revision to SWAN networking & working group**
   Brandwein gave an overview of the changes to the advisory groups for 2025. A Q&A ensued.

8. **Discussion Item – Online Patron registration options for SWAN libraries**
   Tara Wood reviewed the online patron registration options. The meeting packet contained a written overview of the options available for SWAN to move forward with as a consortia-wide solution. There was verbal consensus in the room to continue to explore a robust online patron registration solution and include it as part of the planning for the next year's FY26 budget.

9. **Information Item – SWAN Expo 2024 recap**

Skog discussed this year's Expo with number of attendees, presenters, etc. A brief discussion on the possibility of changing the EXPO to a time earlier in the year.

10. **Announcement and questions**
    Milavec (Downers Grove Public Library) thanked SWAN for their participation in Cards for Kids.

11. **Next meeting: December 6, 2024**


    **Cottrill ended the meeting at 11:13 a.m.**


                                            Minutes Prepared by Ginny Blake


                                            Respectfully Submitted,


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