

SWAN BOARD MEETING MINUTES

November 22, 2024, 9:30 a.m.

Tinley Park Public Library

2nd floor Board Room

7851 Timber Drive

Tinley Park, IL 60477

1. Call to Order, Roll Call

President Cottrill called the meeting to order at 9:33 a.m. The following Board members were present to establish a quorum.

- a. Dawn Bussey – arrived at 9:37 a.m.
- b. Jennifer Cottrill
- c. Samantha Johnson
- d. Zach Musil
- e. Colleen Waltman
- f. Anna Wassenaar

2. Introduction of Visitors/Public Comment

Aaron Skog, SWAN Executive Director

Ginny Blake, SWAN Business Manager

Scott Brandwein, SWAN Assistant Director

There was no public comment.

3. Action Item

Acceptance of the November 22, 2024, SWAN Board Meeting Agenda

Musil moved, seconded by Waltman that it be

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE NOVEMBER 22, 2024, SWAN BOARD MEETING AGENDA AS PRESENTED

Motion carried by unanimous voice vote.

4. Action Item

Approval of the SWAN Financials, October 2024

Bussey moved, seconded by Musil that it be

RESOLVED, THAT THE SWAN BOARD APPROVES THE PAYMENT OF BILLS FOR OCTOBER 1, 2024, THROUGH OCTOBER 31, 2024, AND ACCEPTS THE BALANCE SHEET AND DETAILS OF EXPENDITURES FOR OCTOBER 2024

Motion carried by roll call vote with the following results:

Ayes: Blazek, Cottrill, Johnson, Musil, Wassenaar, Waltman

5. Action Item

Acceptance of the October 18, 2024, SWAN Board Meeting Minutes

Bussey moved, seconded by Wassenaar that it be

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE OCTOBER 18, 2024, SWAN BOARD MEETING MINUTES

Motion carried by unanimous voice vote.

6. Action Item

Acceptance of the October 18, SWAN Environmental Scan Task Force Meeting Minutes

Blazek moved, seconded by Wassenaar that it be

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE OCTOBER 18, 2024, SWAN ENVIRONMENTAL SCAN TASK FORCE MEETING MINUTES

Motion carried by unanimous voice vote.

7. Reports

a. Board President Report

None

b. Executive Director Report

Skog updated the board on the FY26 budget preparation. The office move is scheduled for the 25th. The board discussed some considerations for the Quarterly meeting agenda on December 5th. Skog also reviewed the November financial report.

Operations Report

Brandwein gave an overview of Operations as reported in the board packet. SWAN has hired a Network Administrator that will start in January. Brandwein discussed the site visit with several SWAN employees to William Leonard Public Library for training and consultation.

Treasurers Report

Johnson commented on the discussion with the Finance committee on investment funds.

c. Board Calendar

The Board calendar was reviewed.

8. Information item

Sick Leave Donation annual report.

Skog provided an annual report of the Sick Leave Donation balance. This will continue to be presented annually.

9. Discussion

SWAN Quarterly meeting December 5, 2004

The board discussed some considerations for the December 5th Quarterly meeting agenda.

Cottrill adjourned the meeting at 10:14 a.m.

Minutes Prepared by Ginny Blake

Respectfully Submitted,

Jesse Blazek
Board Secretary