

# 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 10:02 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 30<sup>th</sup>. The final recommendations and report will be brought to the SWAN Board & members by the March 2025 Quarterly meeting.

## 6. Information Item – Steps SWAN has undertaken to improve our software solutions based on Platform Satisfaction Survey

Skog highlighted and reviewed the 6 SWAN software platforms

## 7. Information Item – Aspen Discovery community development & new features

Wood discussed/reviewed the Aspen Discoveries

## 8. Information Item – Next year's SWAN budget & timeline

Skog reviewed the FY26 budget and timeline. Skog explained some of the budget changes and savings for FY26.

## 9. Information Item – ILA Public Policy Committee

Skog discussed the ILS Public Policy Committee

## 10. Announcement and questions

None

**11. Next meeting: March 6, 2025**

**Cottrill ended the meeting at 10:58 a.m.**

Minutes Prepared by Ginny Blake

Respectfully Submitted,

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