



**SWAN ADMINISTRATORS'
& DIRECTORS'
QUARTERLY MEETING**

Meeting Packet

December 5, 2024

10:00 A.M.



SWAN Administrators & Directors' Quarterly Meeting

December 5, 2024

10:00 a.m. – 12:00 p.m.

Oak Brook Public Library

600 Oak Brook Road, Oak Brook, IL 60523

Advance registration required to attend remotely

<https://swanlibraries-net.zoom.us/meeting/register/tZEgdu-prTwjGtL6oPUXBfqjs4vF-ONsdAE3>

Agenda

1. Call to Order and Welcome
2. Public Comment
3. Introduction of New Library Directors
4. Action Item – Approval of the September 5, 2024 Quarterly meeting minutes (Exhibit pgs. 3-4)
5. Information Item – SWAN Board Environmental Scan Task Force update
6. Information Item – Steps SWAN has undertaken to improve our software solutions based on Platform Satisfaction Survey
7. Information Item—Aspen Discovery community development & new features
8. Information Item— Next year's SWAN budget & timeline
9. Information Item—ILA Public Policy Committee
10. Announcements and Questions
11. Next meeting: March 6, 2025

Member Comment after each agenda item. The Quarterly Meeting will be live streamed via Zoom, but advance registration is required using the link above.

SWAN Administrators' Quarterly Meeting Minutes

September 5, 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. Bussey, Cottrill, Johnson, Waltman 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 June 6, 2024, Quarterly meeting minutes

Waltman (Homewood Public Library) motioned, seconded by Ridgeway Burns (Itasca Public Library). Motion carried by unanimous vote.

5. Information Item – SWAN Board Environmental Scan Task Force update

Skog updated the group on the Scan Task Force.

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,