

# SWAN BOARD MEETING MINUTES

January 24, 2025, 9:30 a.m.

Blue Island Public Library

2433 York Street

Blue Island, IL 60406

## 1. Call to Order, Roll Call

President Cottrill called the meeting to order at 9:30 a.m. The following Board members were present to establish a quorum.

- A. Jesse Blazek
- B. Dawn Bussey
- C. Jennifer Cottrill
- D. Samantha Johnson
- E. Zach Musil
- F. Colleen Waltman
- G. Anna Wassenaar

## 2. Introduction of Visitors/Public Comment

Aaron Skog, SWAN Executive Director

Scott Brandwein, SWAN Assistant Director

There was no public comment.

## 3. Action Item

Acceptance of January 24, 2025, SWAN Board Meeting Agenda

Johnson moved, seconded by Bussey that it be

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE JANUARY 24, 2025, SWAN BOARD MEETING AGENDA AS PRESENTED

Motion carried by unanimous voice vote.

## 4. Action Item

Approval of the SWAN Financials, December 2024

Johnson moved, seconded by Bussey that it be

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

Motion carried by roll call vote with the following results:

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

**5. Action Item**

Acceptance of December 20, 2024, SWAN Board Meeting Minutes

Musil moved, seconded by Blazek that it be

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE DECEMBER 20, 2024, SWAN BOARD MEETING MINUTES AS AMENDED

Motion carried by unanimous voice vote.

**6. Reports**

**a. Board President Report**

None

**b. Executive Director Report**

Skog gave updates on SWAN included in the packet. The SirsiDynix contract renewal options were discussed, and the upcoming report from the SWAN Board Environmental Scan Task Force will need to include a term length for renewal and negotiate a favorable annual increase. SWAN Aspen Discovery hosting options and costs will be presented next month.

**Operations Report**

Brandwein gave an overview of Operations as reported in the board packet.

**Treasurers Report**

None

**c. Board Calendar**

The Board calendar was reviewed.

**7. Discussion SWAN FY26 budget & membership fees draft agenda**

The FY26 budget was reviewed and discussed. Some edits to the narrative within the budget were identified which will be made prior to posting the Tuesday, February 4<sup>th</sup> Committee of the Whole meeting packet.

**8. Discussion: SWAN platform satisfaction survey for 2025**

The survey rating was discussed, and the Likert selection will be updated to “very satisfied, satisfied, neutral, dissatisfied, and no basis for judgement, very dissatisfied.” The SWAN Board will review the survey with additional edits to be reviewed at the February 21<sup>st</sup> meeting.

**9. Discussion: SWAN training strategy**

The newly created training strategy was presented by Scott Brandwein. The SWAN Board thanked Scott for the effort and no additional changes were required.

Cottrill adjourned the meeting at 11:00 a.m.

Minutes Prepared by Ginny Blake

Respectfully Submitted,

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Jesse Blazek  
Board Secretary