

SWAN BOARD MEETING MINUTES

February 21, 2025, 9:30 a.m.

Glen Ellyn Public Library

400 Duane Street

Glen Ellyn, IL 60137

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
- 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
Scott Brandwein, SWAN Assistant Director
Ginny Blake, SWAN Business Manager

There was no public comment.

3. Action Item

Acceptance of February 21, 2025, SWAN Board Meeting Agenda

Bussey moved, seconded by Musil that it be

RESOLVED, THAT THE SWAN BOARD ACCEPTS THE FEBRUARY 21, 2025, SWAN BOARD MEETING AGENDA AS PRESENTED

Motion carried by unanimous voice vote.

4. Action Item

Approval of the SWAN Financials, January 2025

Waltman moved, seconded by Johnson that it be

RESOLVED, THAT THE SWAN BOARD APPROVES THE PAYMENT OF BILLS FOR JANUARY 1, 2025, THROUGH JANUARY 31, 2025, AND ACCEPTS THE BALANCE SHEET AND DETAILS OF EXPENDITURES FOR JANUARY 2025

Motion carried by roll call vote with the following results:

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

5. Action Item

Acceptance of January 24, 2025, SWAN Board Meeting Minutes

Musil moved, seconded by Johnson that it be

RESOLVED THAT THE SWAN BOARD ACCEPTS THE JANUARY 24, 2025, SWAN BOARD MEETING MINUTES AS AMENDED

Motion carried by unanimous voice vote.

6. Reports

a. Board President Report

Cottrill discussed that the SWAN Board will have 3 positions to fill beginning July 1, 2025.

b. Executive Report

Skog reviewed the Executive Director Report as reported in the board packet including a brief discussion on the FY24 financial audit. Skog will contact Lauterbach & Amen to receive an explanation of the GASB96 rule as reported in the packet.

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. Action Item

Acceptance of the fiscal year 2024 financial audit

Musil moved, seconded by Waltman that it be

RESOLVED THAT THE SWAN BOARD ACCEPTS THE FISCAL YEAR 2024 FINANCIAL AUDIT AS PRESENTED

Motion carried by roll call vote with the following results:

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

8. Discussion Item

Environmental Scan Task Force report & recommendation

A discussion ensued based on the Task Force. Several options were discussed along with the Task Force recommendations.

Discussion Item

Recommendation on Aspen Discovery & LIDA hosting contract

ByWater Solutions contract is coming up for renewal on May 1. After a discussed ensued, the board agreed with the recommendation to switch to Grove for Libraries as the replacement hosting and support vendor for Aspen Discovery and LiDA.

9. Discussion Item

Platform satisfaction survey 2025 & introductory email

A brief discussion ensued.

10. Discussion Item

March 6, 2025, Quarterly meeting agenda.

A brief discussion ensued. An action item is needed to add "Approval of September 5, 2024, Quarterly meeting minutes" is needed.

Cottrill adjourned the meeting at 10:44 a.m.

Minutes Prepared by Ginny Blake

Respectfully Submitted,

Jesse Blazek
Board Secretary