

SWAN BOARD MEETING MINUTES

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

West Chicago Public Library

118 West Washington St.

West Chicago, IL 60185

1. Call to Order, Roll Call

President Musil called the meeting to order at 9:34 a.m. The following Board members were present to establish a quorum.

Ridgeway Burns
Dawn Bussey
Jennifer Cottrill
Samantha Johnson
Zach Musil
Laura Van Cleve
Ben Weseloh

2. Introduction of Visitors/Public Comment

Aaron Skog, SWAN Executive Director
Scott Brandwein, SWAN Assistant Director
Ginny Blake, SWAN Business Manager
Ted Bodewes, Director Thomas Ford Memorial Library

There was no public comment.

3. Action Item

Acceptance of November 21, 2025, SWAN Board Meeting Agenda

Burns moved, seconded by Weseloh that it be

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

Motion carried by unanimous voice vote.

4. Action Item

Approval of the SWAN Financials, October 2025

Bussey moved, seconded by Johnson that it be

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

Motion carried by roll call vote with the following results:

Ayes: Burns, Bussey, Cottrill, Johnson, Musil, Van Cleve, Weseloh

5. Action Item

Acceptance of October 17, 2025, SWAN Board Meeting Minutes

Bussey moved, seconded by Weseloh that it be

RESOLVED THAT THE SWAN BOARD APPROVES THE OCTOBER 17, 2025, SWAN BOARD MEETING MINUTES AS PRESENTED

Motion carried by unanimous voice vote

6. Discussion Item

Illinois State Library Advisory Committee update – Ted Bodewes, Thomas Ford Memorial Library

Bodewes gave an overview/update on the state budget. The state equalization grant for public libraries increased this year from \$300,000 to \$5 million and had 109 libraries receive the grant. The OCLC group services contract for Illinois is coming to its renewal stage with a desire from ISLAC to “reset” the membership costs per library. Bodewes continued with a discussion on E-rate funding, the Narcan in libraries law, Senate Resolution 104 trustee training. There was a presentation at ISLAC about library eBook access and costs from Monica Harris. Bodewes will return in April for any further updates.

Reports

a. Board President Report

No report

b. Executive Report

Skog reviewed the Executive Director Report as reported in the board packet. Strategic planning was discussed. Several exercises done at the Staff retreat were of significance and Skog would like to discuss them further. Consortia Committee met and Skog gave an overview. Aspen Governance project is almost complete. Financial Audit almost complete. They will present to the board at the January 2026 meeting. SWAN has a Leave Donation policy, which will be presented at the December meeting.

Operations Report

Brandwein gave an overview of Operations as reported in the board packet. A discussion ensued regarding RAILS status of Palace Project and how it impacts SWAN.

c. Treasurers Report

Bussey looking forward to the draft budget for FY27.

d. **Board Calendar**

No discussion.

7. **Discussion Item** – FY27 budget update memo

Skog gave an update to the FY27 budget.

8. **Discussion Item** – December 4, 2025, Quarterly meeting agenda

Skog reviewed the agenda for the December quarterly meeting.

Musil adjourned the meeting at 11:15 a.m.

Minutes Prepared by Ginny Blake
Respectfully Submitted,

Samantha Johnson

Board Secretary