



SWAN ADMINISTRATORS' & DIRECTORS' QUARTERLY MEETING

Meeting Packet

December 4, 2025

10:00 A.M.



SWAN Administrators' & Directors' Quarterly Meeting

December 4, 2025

10:00 a.m. – 12:00 p.m.

Oak Brook Public Library

600 Oak Brook Road, Oak Brook, IL 60523

Please register in advance for access to the Zoom live stream:

<https://swanlibraries-net.zoom.us/meeting/register/tZ0qc-2spj8uEtO1vX9yUP59s7WaqyVFxZd8#/registration>

Agenda

1. Call to Order and Welcome
2. Public Comment
3. Introduction of New Library Directors
4. Action Item – Approval of the September 19, 2025 Quarterly meeting minutes
5. Information Item—Online patron registration update
6. Information Item—SWAN Year in Review
7. Information Item—eRead Illinois migration to The Palace Project
8. Information Item— Next year's SWAN budget & timeline
9. Information Item—ILA Public Policy Committee, RAILS, and Illinois State Library Advisory Committee updates –Monica Harris, RAILS Executive Director & Ted Bodewes, Thomas Ford Memorial Library
10. Announcements and Questions
11. Next meeting: March 5, 2026

Member Comment after each agenda item. The Quarterly Meeting will be live streamed via Zoom.

SWAN Administrators' Quarterly Meeting Minutes

September 4, 2025

10:00 a.m. – 12:00 p.m.

Oak Brook Public Library

600 Oak Brook Road, Oak Brook, IL 60523

Meeting recording link: <https://swanlibraries-net.zoom.us/rec/share/8SMMp1frYhzY-4WsWMLZmot24jdbQlqe5mobwYu0ZbaxVUMFwnPTF1FNj9tEmde.D44k30p5uCEZ-7LE>

1. Call to Order and Welcome

Vice President Cottrill called the meeting to order at 10:00 a.m. Bussey, Cottrill, Van Cleve were present to establish a board quorum.

2. Public Comment

No public comment.

3. Introduction of New Library Directors and Visitors

Elsworth Carman, Oak Park Public Library

4. Action Item – Approval of the June 5th, 2025 Quarterly meeting minutes

Bussey (Glen Ellyn Public Library) motioned, seconded by Cottrill (Midlothian Public Library). Motion carried by unanimous voice vote.

5. Information Item – SWAN annual conference recap

Skog gave an update on this year's SWAN EXPO along with the comments and feedback ideas.

6. Information Item – Online patron registration go-live & updates

Brandwein reviewed the online patron registration. Q&A ensued.

7. Information Item – SWAN website changes overview

Wood reviewed the website changes. A support site update was given.

8. Information Item – What is EBSCO Explora overview

Montolin gave an overview of EBSCO Explora.

9. Discussion Item – SWAN Board Strategic Planning Committee & goals

Skog discussed the Board Strategic Planning Committee with the first meeting next week. More to be discussed at the Quarterly Meeting in December.

10. Announcement and questions

LaGrange Park Public Library joined Find More Illinois.

Green Hills Public Library District launched the first 24-hour library vending machine in Illinois.

Julie Milavic mentioned the BNSF Railroad has ads on the trains for September library card registration.

11. Next meeting: December 4, 2025

Cottrill ended the meeting at 10:59 a.m.

Minutes Prepared by Ginny Blake

Respectfully Submitted,
