

SWAN BOARD MEETING MINUTES

January 23, 2025, 9:30 a.m.
Itasca Community Library
500 West Irving Park Road
Itasca, IL 60143

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
Ben Weseloh

2. Introduction of Visitors/Public Comment

Aaron Skog, SWAN Executive Director
Scott Brandwein, SWAN Assistant Director
Ginny Blake, SWAN Business Manager
Jasleen Kaur, Lauterbach & Amen

There was no public comment.

3. Action Item

Acceptance of January 23, 2026, SWAN Board Meeting Agenda

Burns moved, seconded by Bussey that it be

RESOLVED THAT THE SWAN BOARD ACCEPTS THE JANUARY 23, 2026, SWAN BOARD MEETING AGENDA AS PRESENTED

Motion carried by unanimous voice vote.

4. Action Item

Approval of the SWAN December 2025

Bussey moved, seconded by Burns that it be

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

Motion carried by roll call vote with the following results:

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

5. Action Item

Acceptance of December 19, 2025, SWAN Board Meeting Minutes

Bussey moved, seconded by Burns that it be

RESOLVED THAT THE SWAN BOARD APPROVES THE DECEMBER 19, 2025, SWAN BOARD MEETING MINUTES AS PRESENTED

Motion carried by unanimous voice vote

6. Action Item

Acceptance of the Fiscal Year 2025 Financial Audit

Weseloh moved, seconded by Cottrill that it be

RESOLVED THAT THE SWAN BOARD APPROVES THE FISCAL YEAR 25 AUDIT AS PRESENTED

Motion carried by roll call vote with the following results:

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

7. Reports

a. Board President Report

Musil gave an update from ISLAC representative Ted Bodewes on the January meeting. Bodewes will have more updates for the SWAN board in April.

b. Executive Report

Skog reviewed the Executive Director Report as reported in the board packet. A discussion ensued on the Cook County libraries' request to delay payments to SWAN.

Operations Report

Brandwein gave an overview of Operations as reported in the board packet. A brief discussion was had on the success of the online patron registration with Patron Point.

Treasurers Report

Bussey noted the Cook County payments and if this will impact SWAN going forward for its cash reserves.

c. Board Calendar

None

8. **Discussion Item – BLUEcloud Analytics Private Intelligence Server recommendation**
Skog and Brandwein gave an overview of the add-on service to the current Analytics software platform. The cost and explanation are included in the budget.

9. **Discussion Item –FY27 draft budget & membership fees draft**
Skog reviewed the FY27 budget which will be shared at the scheduled Tuesday, February 3, 2026 membership Committee of the Whole meeting.

10. **Discussion Item –Review of SWAN policies**
Skog reviewed the SWAN policies and procedures. The Reserve Cash Policy be reviewed with the board at the February meeting.

Musil adjourned the meeting at 10:53 a.m.

Minutes Prepared by Ginny Blake
Respectfully Submitted,

Samantha Johnson
Board Secretary