




SWAN Fiscal Year 2027 Budget

February 3, 2026

Committee of the Whole Meeting

Agenda

1. Call to Order
 2. Introduction of Visitors
 3. Discussion –Proposed SWAN fiscal year 2027 budget, membership fees, and reserves
 4. Next Membership Meeting: SWAN Quarterly March 5, 2026
 5. Adjourn
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SWAN Budget Overview

Fiscal Year 2027: July 1, 2026 through June 30, 2027

Budget timeline

- Finance Committee & Board work Nov, Dec, Jan
- Financial audit completed in January for prior fiscal year 2025
- Budget documents posted for membership on January 28, 2026
- COW February 3, 2026 presentation & feedback
- SWAN board meeting February 20, 2026 final review
- Vote for approval March 6, 2025 at Oak Brook Public Library

Your action items (will repeat at end)

1. Submit bond schedule (if changed) by Friday 2/6
 - A. Received Brookfield Public Library
 - B. Received Hodgkins Public Library
 - C. Received Richton Park Public Library
 - D. Received Roselle Public Library District
2. Schedule in-person attendance at 10:00 a.m. Thursday 3/5
Quarterly meeting for budget approval vote

Budget priorities

1. Continue to fulfill recommendations to improve user experience based on 2025 platform survey
2. Continue support of SWAN info security posture
3. Prepare budget for potential search & selection of new ILS/SirsiDynix replacement

Preparation & research

- Obtained quote for increase to cyber risk coverage
- Researched consulting for RFP
- Researched add-on product for BLUEcloud Analytics

Change to Aspen Discovery hosting & support

- SWAN changed hosting & support in March 2025
- Now using Grove for Libraries
- Lower hosting & support
- \$60,000 total for FY27 compared to \$102,350 in FY26



**Aspen
Discovery**

Enhanced online patron registration

- Full year of service with SpringShare Patron Point
- Usage expense for verification is billed quarterly
- FY27 expenses \$7,500 annual fee plus \$2,752 usage charges
- Adult & child registration
- Spanish & Polish languages
- Embed on your library website

Get a Card

Bookmarked

View Edit Outline Delete Add another Revisions

Sign up for a library card to access books, movies, online resources, and more.

English Spanish | Español Polish | Polski

By registering for a card, you agree to all the terms and conditions.

I understand I am responsible for this card and all materials checked out on this card until this card is reported lost or missing. I am further responsible for any charges that may result from late return, loss, or damage of materials borrowed.

Register an adult Register a child

Complete the information below to apply for a card.

Email Address *

First Name *

BLUEcloud Analytics add-on

- Goal is to improve user experience with library staff
- Add-on service to Analytics “Private Intelligence Server”
- \$6,900 annual expense plus one-time cost of \$5,064 from reserves
- Improvements to performance, admin tools, removing unused reports, with goal to improve staff experience
- Recommended to SWAN Board at January 2026 meeting
- Included in FY27 budget
- Details on add-on go-live & library staff training will be forthcoming

Consulting & legal expenses

- Consulting expenses for possible RFP included in budget
- \$10,000 additional for FY27 budget
- Legal expenses for involvement with RFP (contract review, etc.)
- \$6,000 additional for FY27 budget

SWAN Reserves

FY27 one-time add-on cost for BLUEcloud Analytics

7.5 months operating in reserve

4 months operating required by SWAN Reserve Policy

SWAN Reserves Plan: Updated for FY26 Budget

Capital Expenditures	FY25	FY26	FY27	FY28
	July 2024-June 2025	July 2025-June 2026	July 2026-June 2027	July 2027-June 2028
Prior Year Balance: End of fiscal year, final audit, see "Unrestricted" on Balance Sheet	\$2,600,427	\$2,560,427	\$2,515,427	\$2,510,363
Reserves collected & Impact Fee	\$0			
Strategic planning consultant				
Website development consultant				
Single Sign On: Identity service provider one-time	(\$35,000)			
Funds for SWAN office relocation	(\$5,000)			
Funds for SWAN staff computer replacement		(\$45,000)		
BLUEcloud Analytics Private Intelligence Suite one-time expense			(\$5,064)	
Future ILS Migration Budget (\$465,740)				
Total	\$2,560,427	\$2,515,427	\$2,510,363	\$2,510,363
Maintain 4 months operating in reserve (policy)	(\$1,364,582)	(\$1,326,431)	(\$1,263,933)	(\$1,327,129)
Over/(Under) Reserve Policy	\$1,195,845	\$1,188,996	\$1,246,430	\$1,183,233
Operating Budget (5% increases each year after FY26)	\$4,093,746.37	\$3,979,293.38	\$3,791,798.46	\$3,981,388.38
Months operating in reserve	7.51	7.59	7.94	7.57

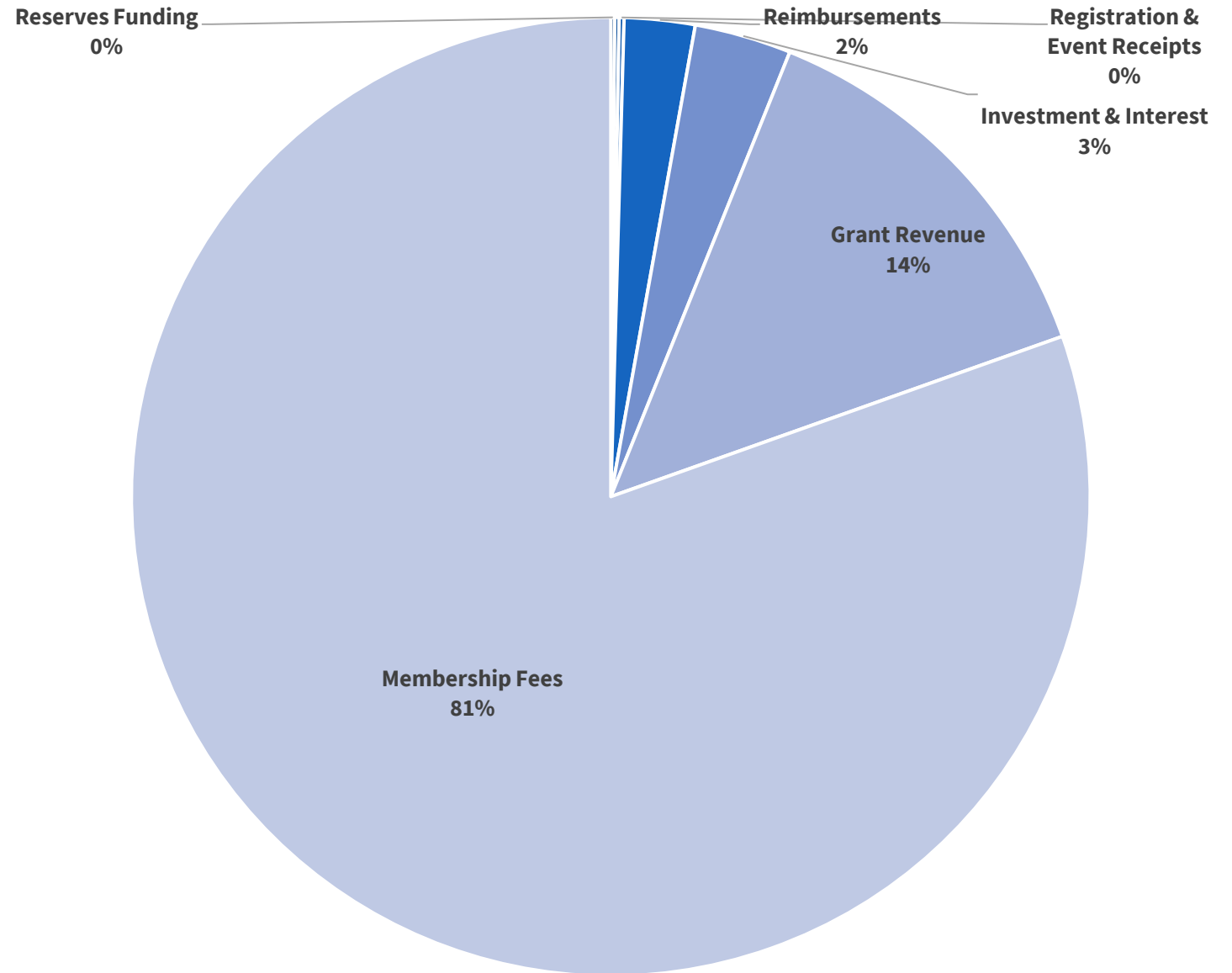
FY27 Budget

SWAN Budget Summary

		FY27 Budget
4000	Membership Fees	\$3,077,386
4100	Membership Reimbursements	\$5,600
4200	Reimbursements	\$91,200
4300	Grant Revenue	\$515,768
4400	Registration & Event Receipts	\$6,260
4500	Investment & Interest	\$125,000
4600	Reserves Funding	\$5,064
Total Revenue		\$3,826,278
5000	Salaries & Wages	\$1,702,717
5020	Personnel Benefits	\$482,500
5100	Building & Grounds	\$52,760
5200	Professional Development	\$27,030
5300	Membership Development	\$11,800
5400	Information & Technology Services	\$1,284,700
5500	General Office	\$4,300
5600	Hardware & Equipment	\$3,000
5700	Insurance	\$13,700
5800	Contractual Services	\$143,460
5900	Library Materials & Content	\$91,201
6000	Interest & Fees	\$5,050
Total Operating Expenses		\$3,822,218
6100	Asset Management	\$1,460
Excess of revenues over (under) estimated expenses		\$0

FY27 Revenue budget

- RAILS LLSAP Grant
\$515,768 increased
- Membership fees
\$3,073,186 increased
- Investment & interest
\$125,000 increased



Revenue

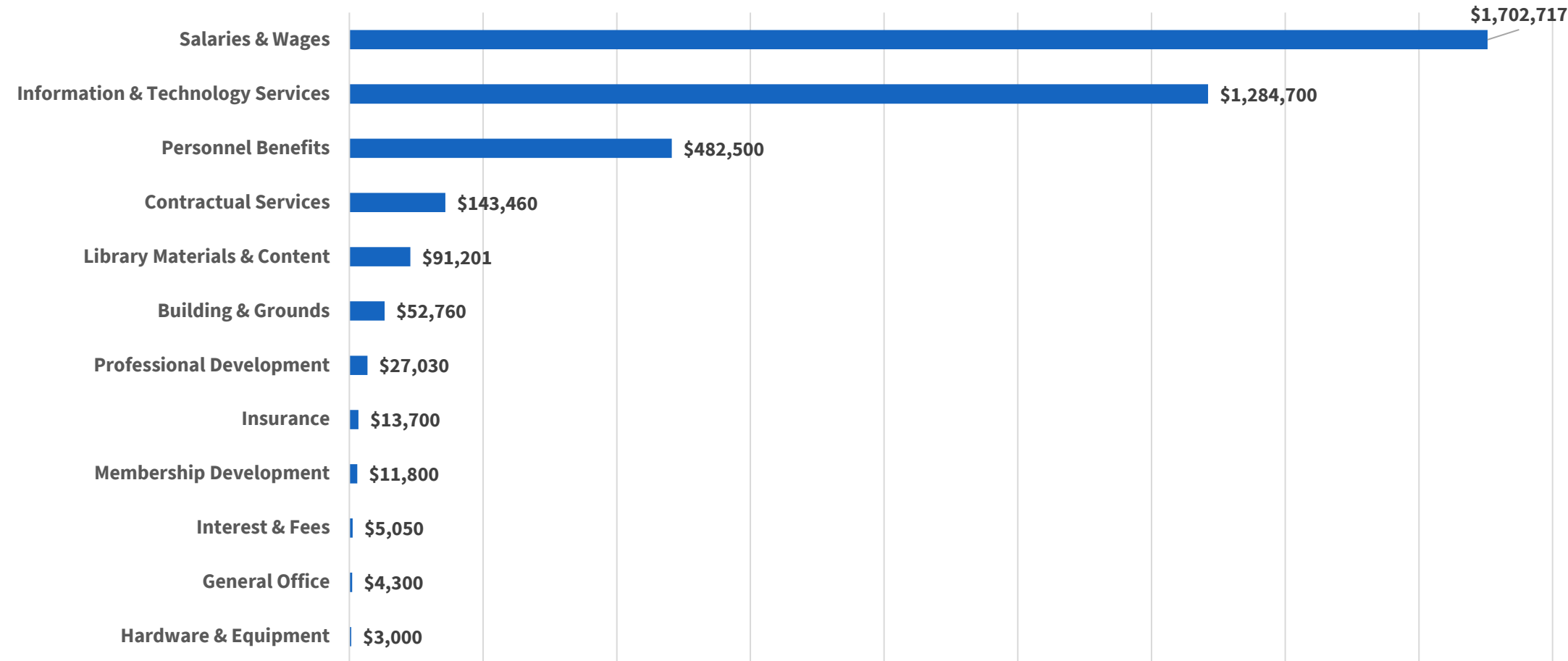
Membership Fees, Grant Revenue, Investment & Interest

- SWAN membership fees overall increase 4%
 - Varies per library due to public library fee formula
 - FY27 fees based on 2023 tax data & bond amounts from 2023
- RAILS grant funding increased \$14,374 to \$515,768
- Investments in Money Market & IMET Convenience Fund budgeted \$19,000 increase

Pass through: Group-purchase, Reimbursements for Losses,

- Reimbursement resource sharing: reconciled & distributed quarterly
- E-commerce fines: collected & distributed quarterly

Expense budget 3% decrease FY27



FY27 Expenses

Salaries & Wages

- 4% increase
- 18 employees
 - 4 Administration
 - 3 User Experience
 - 5 Bibliographic Services
 - 3 part-time Bib Services
 - 6 IT & System Support

Personnel Benefits

- Health insurance via LIMRiCC
- SWAN contributes to 401a plan via MissionSquare (formerly ICMA-RC)
- STD/LTD insurance

FY27 Expenses

Buildings & Grounds

- Full year on new office lease
- Increase expense in FY27 due to end of rent abatement period

Professional Development

- Continue to increase conference travel to pre-pandemic level
- Increase in planned conference attendance

FY27 Expenses

Membership Development

- Subscription expenses for learning management system and online tutorial coursework
- Interactive training and within the learning management system, complete courses to master skills in the software systems SWAN provides
- Expenses include Articulate Storyline, and Inquisiq
- Slight increase from prior year

Information & Technology Services

- SirsiDynix expenses are budgeted for \$424,475 with a 6.9% escalation
- OCLC renews at \$318,848 with 2.25% escalation
- Article Search integration through EBSCO Discovery Services and OpenAthens is \$203,464 total
- Support from Grove for Libraries for SWAN's Aspen Discovery Services is \$60,000
- The new subscription for online patron registration is budgeted at \$10,252

FY27 Expenses

Information & Technology Services (continued)

5430 Server Software Licensing

Total FY27 budget \$129,000

- Information security with Arctic Wolf expense
 - Includes \$750K warranty for information security
- Website hosting
- Server cloud hosting
- Single sign-on (SSO)

FY27 Expenses

General Office, Hardware & Equipment, Insurance

- Cyber risk renewal increased to \$2 million coverage from \$1 million

Contractual Services

- Consulting expense for possible RFP
- No new libraries joining in FY27
- Audit expense increases for 3rd year
- Accounting & payroll unchanged

Expenses

Library Materials & Content

- EBSCO RAILS package deal no longer under SWAN
- RAILS invoices SWAN for participants

Interest & Fees

- Expenses associated with bank fees for stopping checks or other services are recorded in this line
- Lock box deposits
- ACH services increasing
- Check processing decreasing

Revenue: Membership Fees

- Separate formula for academic, school, special, and public libraries
- Public library formula based on county tax data (Cook, DuPage, Kane, Will)
 - Self-reported bond payments, debt service obligations deducted from total tax data
 - Completion of debt service payments may increase fees (ex: Downers Grove)
 - Details on how SWAN membership fees are calculated
<https://support.swanlibraries.net/about/budget>
- State funding via RAILS LLSAP is applied as a reduction in membership fees for 96 public libraries

FY27 Revenue

Submit bond
schedule by
Friday 2/6

- Public library fee formula incorporates tax data
- Bond or debit service arrangement will be deducted from tax data
- FY27 budget is using 2023 tax & bond data
 - Why not current?
 - Disbursement completed end of 2023
 - Tax reports collected in September 2025
 - FY27 SWAN budget work begins October 2025
- Bond schedule & SWAN: set it & forget it!

Your action items

1. Submit bond schedule (if changed) by Friday 2/6
2. Schedule in-person attendance at 10:00 a.m. Thursday 3/5
Quarterly meeting for budget approval vote(s)

Links!

Library Bond Submission form due 2/6

<https://swanlibraries.net/form/94546>

Quarterly meeting on 3/5 10:00 a.m. – 12 p.m.

<https://swanlibraries.net/meeting/95056>

Questions & Answers