



# **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

# **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)				
<b>Total</b>	<b>\$2,560,427</b>	<b>\$2,515,427</b>	<b>\$2,510,363</b>	<b>\$2,510,363</b>
Maintain 4 months operating in reserve (policy)	(\$1,364,582)	(\$1,326,431)	(\$1,263,933)	(\$1,327,129)
<b>Over/(Under) Reserve Policy</b>	<b>\$1,195,845</b>	<b>\$1,188,996</b>	<b>\$1,246,430</b>	<b>\$1,183,233</b>
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

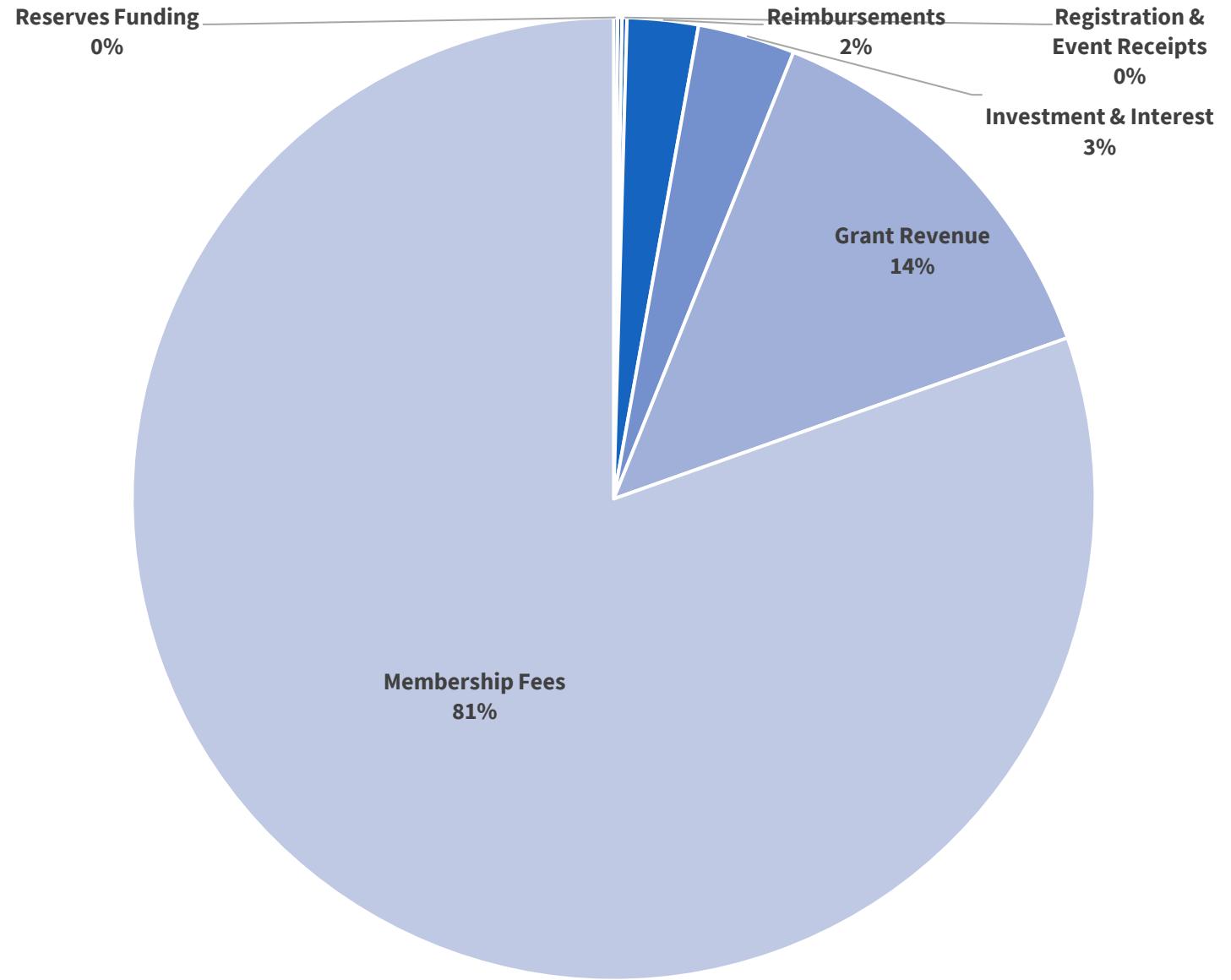
# FY27 Budget

## SWAN Budget Summary

	<b>FY27 Budget</b>
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
<b>Total Revenue</b>	<b>\$3,826,278</b>
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
<b>Total Operating Expenses</b>	<b>\$3,822,218</b>
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

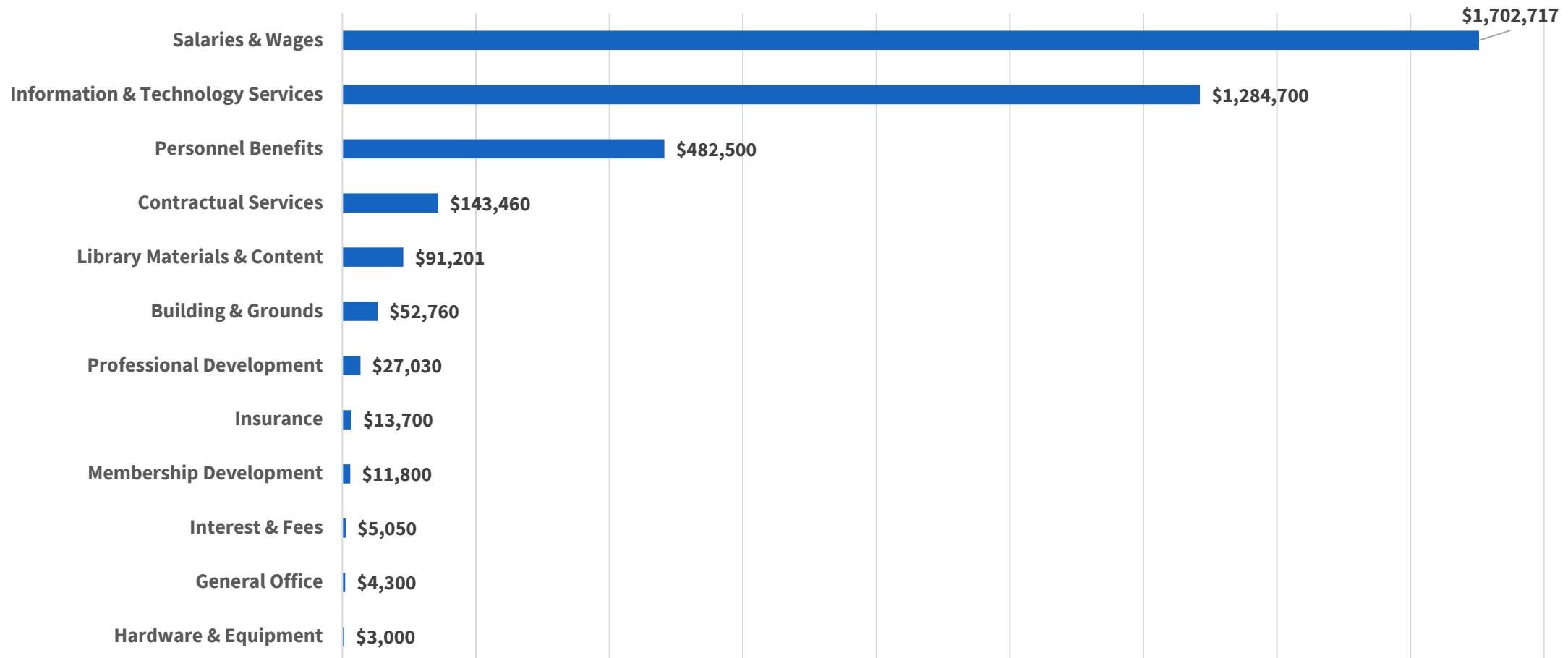
## **Membership Fees, Grant Revenue, Investment & Interest**

- 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

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

Total FY27 budget \$129,000

# 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 3<sup>rd</sup> 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