

# SWAN BOARD MEETING MINUTES

February 20, 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 9:33 a.m. The following Board members were present to establish a quorum.

Ridgeway Burns

Dawn Bussey

Jennifer Cottrill

Samantha Johnson

Zach Musil

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

There was no public comment.

## 3. Action Item

Acceptance of February 20, 2026, SWAN Board Meeting Agenda

Bussey moved, seconded by Cottrill that it be

RESOLVED THAT THE SWAN BOARD ACCEPTS THE FEBRUARY 20, 2026, SWAN BOARD MEETING AGENDA AS PRESENTED

Motion carried by unanimous voice vote.

## 4. Action Item

Approval of the SWAN Financials January 2026

Bussey moved, seconded by Weseloh that it be

RESOLVED THAT THE SWAN BOARD APPROVES THE PAYMENT OF BILLS FOR JANUARY 1, 2026 –JANUARY 31, 2026, AND ACCEPTS THE BALANCE SHEET AND DETAILS OF EXPENDITURES FOR JANUARY 2026

Motion carried by roll call vote with the following results:

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

5. **Action Item**

Acceptance of January 23, 2026, SWAN Board Meeting Minutes

Cottrill moved, seconded by Johnson that it be

RESOLVED THAT THE SWAN BOARD APPROVES THE JANUARY 23, 2026, SWAN BOARD MEETING MINUTES WITH CORRECTIONS AS PRESENTED

Motion carried by unanimous voice vote

6. **Action Item**

Acceptance of the June 20, 2025 Closed session minutes

Weseloh moved, seconded by Cottrill that it be

RESOLVED THAT THE SWAN BOARD APPROVES the June 20, 2025, Closed session minutes

Motion carried by unanimous voice vote

7. **Action Item**

Acceptance of the Recommendation from SWAN Secretary on Closed Meeting Minutes

Bussey moved, seconded by Weseloh that is be

RESOLVED THAT THE SWAN BOARD APPROVES the Recommendation from SWAN Secretary on Closed Meeting Minutes

Motion carried by roll call vote with the following results:

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

8. **Reports**

a. **Board President Report**

None

b. **Executive Report**

Skog reviewed the and discussed the highlights in the Executive Board Packet with a recommendation to meet with the SirsiDynix staff possibly in May and the board will compile a list of questions at the April board meeting.

**Operations Report**

Brandwein gave an overview of Operations as reported in the board packet. SWAN is in search of a part-time Bibliographic Services person to replace Tina Saenz and hopes to fill at the end of April.

c. **Treasurers Report**

None

d. **Board Calendar**

None

9. **Discussion Item –FY27 budget & membership fees drafts**

Skog and the board discussed and reviewed the FY27 budget & membership fees.

10. **Discussion Item – March 5, 2026, Quarterly meeting agenda**

A review and discussion on the Quarterly meeting agenda for March took place.

11. **Discussion Item – Review of SWAN Policy: Reserve Cash Policy**

A review of the Reserve Cash Policy with the decision to move from 4 months to 5 months.

Musil adjourned the meeting at 10:19 a.m.

Minutes Prepared by Ginny Blake  
Respectfully Submitted,

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Samantha Johnson

Board Secretary

