



SWAN Quarterly Meeting

September 3, 2026

Welcome

Ridgeway Burns, SWAN Board Vice-President, Itasca Community Library Director

Agenda

1. Call to Order and Welcome
2. Public Comment
3. Introduction of new directors
4. Approval of June minutes
5. Introduction to new board members
6. Expo conference recap
7. Q3 Projects Update
8. Enhanced online patron registration
9. RFP process for ILS & analytics
10. Strategic plan update
11. Announcements

Expo conference

SWAN Expo 2026

- 47 libraries in attendance (53 prior year)
- 225 attendees (includes 19 SWAN staff)
- 10 libraries attended in 2026 that did not in prior year at Expo 2025 at MVCC
 - Berkeley Public Library
 - Elmwood Park Public Library
 - Forest Park Public Library
 - Glenside Public Library District
 - Prairie Trails Public Library District
 - Richton Park Public Library District
 - Roselle Public Library District
 - Stickney-Forest View Public Library District
 - The Morton Arboretum
 - Worth Public Library District



SWAN Expo 2026

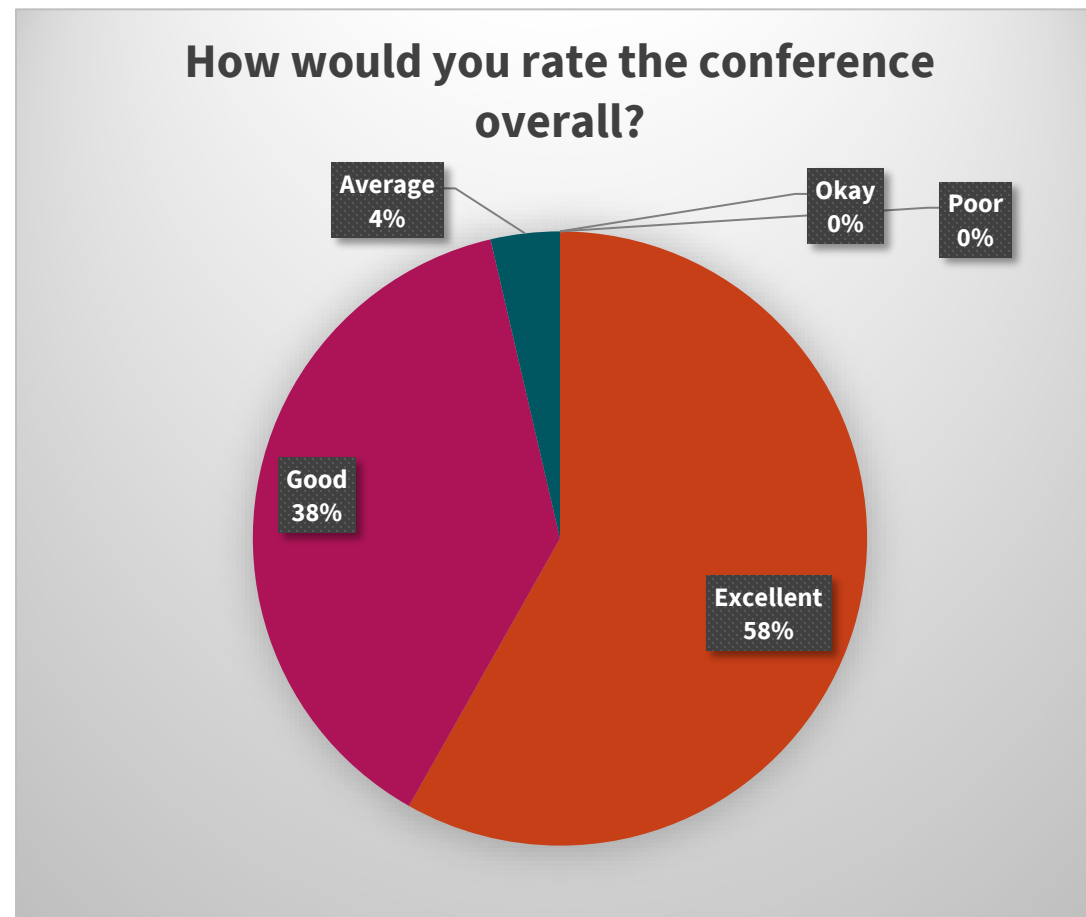
- 15 breakout sessions
 - 11 led by member staff
- Presentation Slides available:
<https://swanlibraries.net/expo/archive>

Thank you all attendees and presenters!



Feedback survey

“The topics of the sessions I attended were informative and well organized. I have information I can bring back to my library to implement, which I'm excited about. I also liked hearing about the things SWAN has been and will be working on.”



Q3 Projects Update

Scott Brandwein, SWAN Assistant Director

MessageBee

Enhancements Upcoming

- Upcoming MessageBee features in the next 6-12 months:
- Accessibility Checker for e-mail notices
- Optional Drag-and-Drop e-mail editor
 - Improved self-service control of e-mail look and feel
 - Unlock option to bring Aspen content into communications, such as Lists



Element

Layer

Default

Universal

▼ Standard Content

T

Text



Image



Video



QR code



Button



Divider



Spacer



Navbar



Social



Hero



Table



Calendar Events



Catalog Content

▼ Layout

desktop

mobile



<

Catalog Content



>

<

Desktop

Mobile

Display

>

▼ Catalog Content

Discovery Platform

Aspen

Number of Items

10

 Displays up to 10 items. Fewer may show depending on the source.

List Title

Staff Picks: Maple Library

Show Book Titles

☐

Selected List

Staff Picks: Maple Library

7 books in list

Change List

Refresh

Last updated: 8/19/2026, 10:05:18 AM

► Content Layout

► Book Title Style

► List Title Style

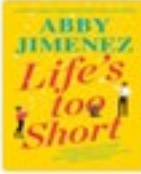
► View All Button

Catalog Content



[View in Browser](#)

Staff Picks: Maple Library



View All Books

Holiday Crafts for Kids





100%



Help

Patron Point Platform Migration Delay

Migration of Patron Point platform to LibConnect

Reported earlier this year to happen in October

New estimate: Winter 2026-2027 (Exact timeline TBD.)

Libraries should not see a gap in service or need to do anything.

BLUEcloud Analytics Private Intelligence Server

- Migration completed in Summer 2026
 - Next steps:
 - Standardize user permissions across all libraries
 - Evaluate unused permissions for possible rollout
 - Explore report dashboards for on-the-fly collections and circulation statistics
 - Other Private Intelligence Features:
 - Improved back-end subscription management
 - Usage reporting to identify high-demand reports
 - Additional data import capabilities
- 
- A teal-colored triangle is located in the bottom right corner of the slide, pointing towards the top right.

Member Engagement Events



October 14th

**Choose the Fate of the
Item: Use It or Loose It**

Eisenhower Public
Library



October 20th

New Directors Meetup

Virtual



October 28th

**Outreach: Meeting
Patrons Where They Are**

Indian Prairie Public
Library



November 9th

**MobileStaff
Applications and Ideas**

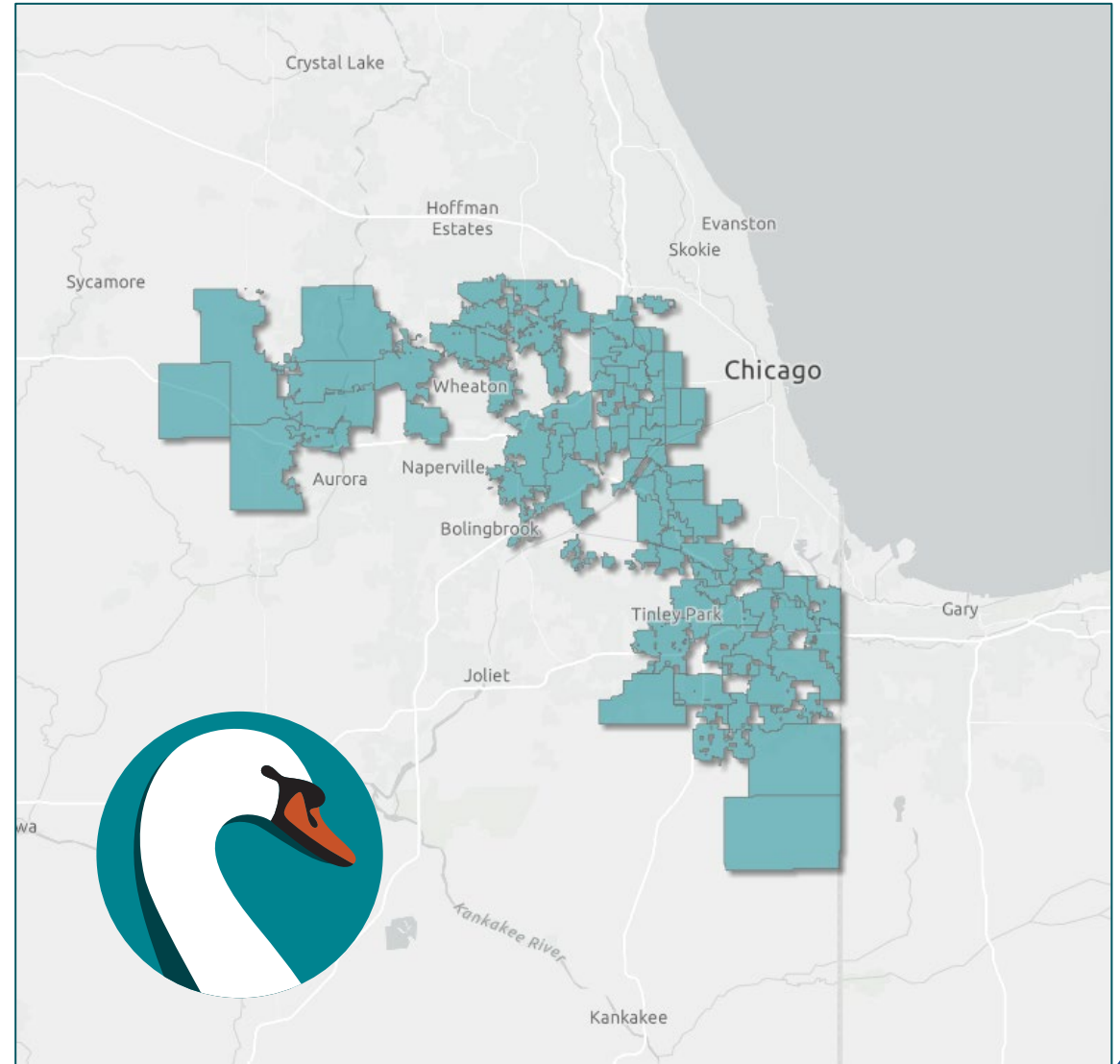
Oak Brook Public Library

Enhanced online patron registration: overview of year 1 usage

Scott Brandwein, SWAN Assistant Director

ENHANCED Online Patron Registration

- Available to ALL SWAN libraries (included)
- Determines home library using geolocation GIS maps
- Uses Illinois State Library's library district maps
- Each library has a unique shape file



Online Registration Statistics

8/16/25 thru 8/15/26

Overall Registrations: 87,065

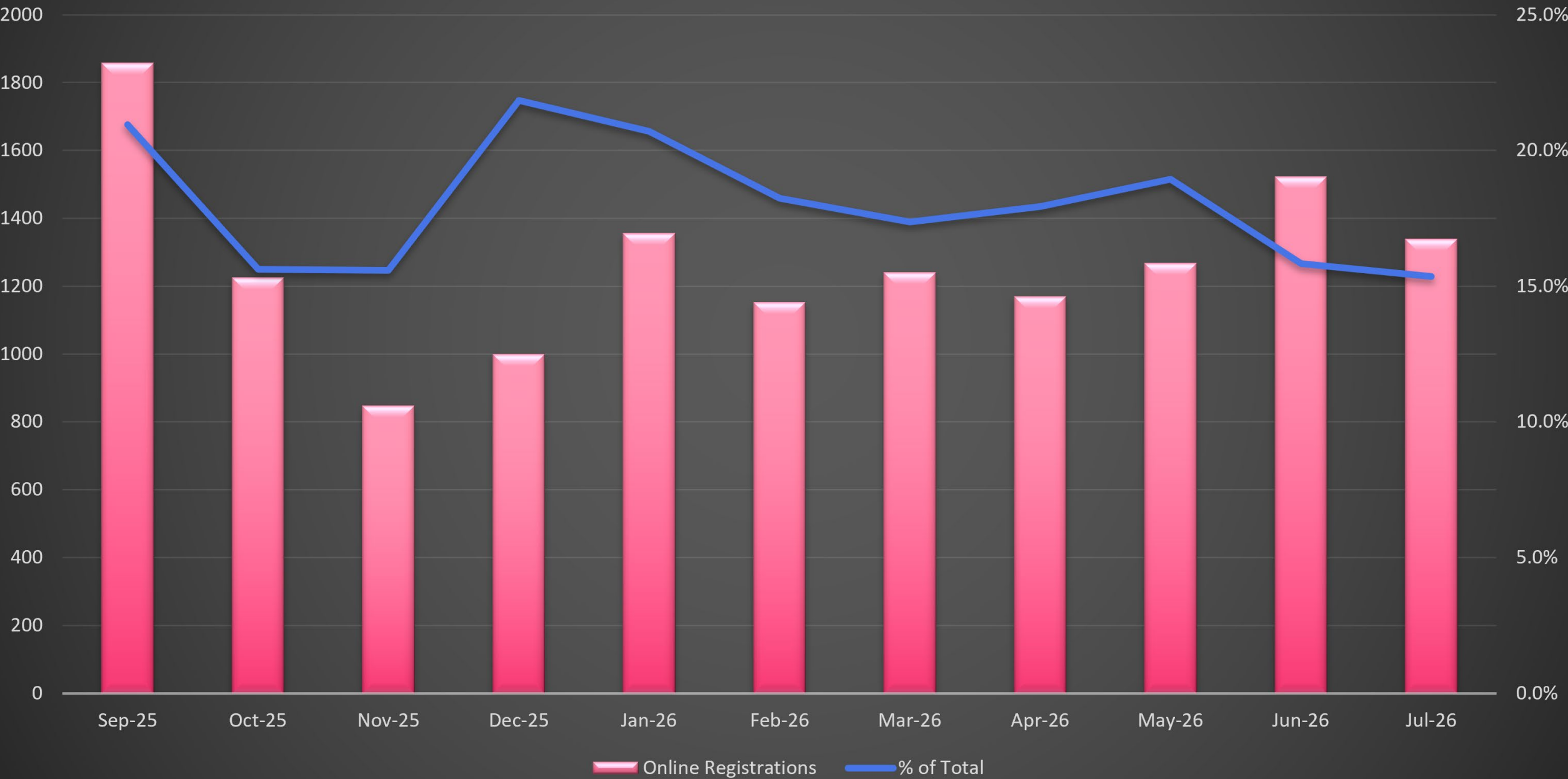
Total Online Registrations: 15,145 (~41 per day)

~17% of total registrations through Patron Point

Applications Not Approved

- Already Registered – 6,270 (18%)
- Out of SWAN Service Area – 5,509 (16%)
- Age – 791 (2%)
- Invalid Address – 688 (2%)
- Identity Cannot Be Verified – 5,714 (16%)

Online Registrations and Percentage of Total September 2025 to July 2026



Questions about online patron registration?

SWAN process for ILS & analytics RFP

Aaron Skog, SWAN Executive Director

ILS Search overview

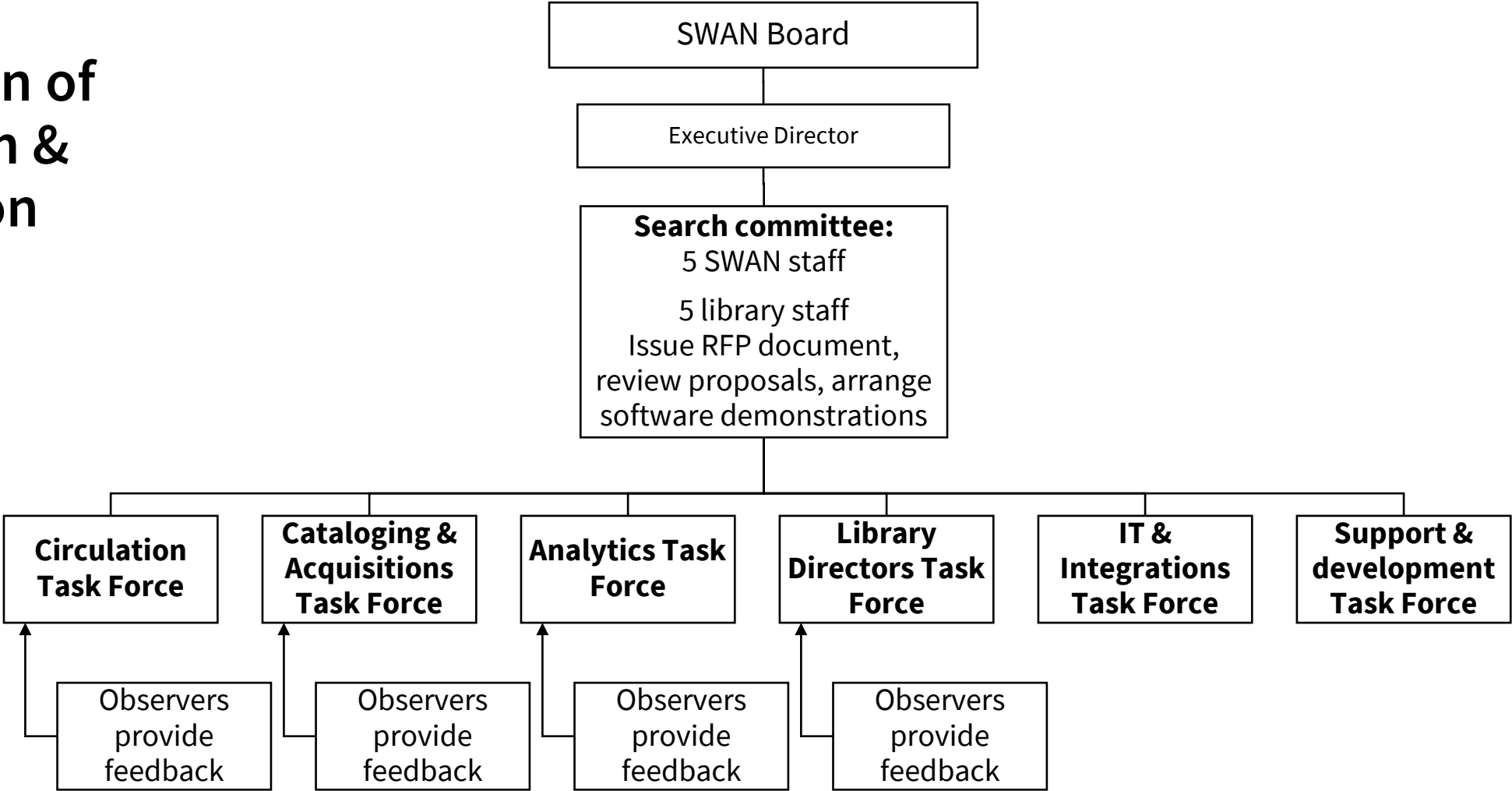
Board decision to move forward with a request for proposals (RFP) for ILS & analytics software platforms.

The ILS Search Committee will consist of 5 SWAN staff members and 5 representatives from SWAN member libraries.

The committee will make a recommendation to the SWAN Board on the future direction of SWAN's ILS and analytics platforms, meeting throughout the request for proposal (RFP) and vendor demonstration process.

A teal-colored triangle is located in the bottom right corner of the slide, pointing towards the top right.

Composition of search team & participation groups



ILS & Analytics search timeline

Timeline	Activity
July - Sept 2026	Create instrument that will outline all of our initial questions and requirements, with scoring worksheet
September 18, 2026	SWAN Board meeting - approval of ILS Search Committee and first draft of RFP submitted for review
Sept 21 - 26, 2026	ILS committee kick-off meeting
October 2026	Issue RFP
November 2026	Compile and review Round 1 responses
December 2026	Request clarification of proposals
January 2027	Scoring of proposals & pricing
February 2027	Round 2 finalist demonstrations & membership feedback/scoring
March 2027	Request for best & final offer pricing
April 2027	Final scoring & recommendation
May 2027	Contract negotiation

Document

- Reviewed 2013 SWAN RFP
- Reviewed recent RFP documents
 - Cuyahoga County Public Library
 - GALILEO
 - Main Library Alliance
 - Old Colony Library Network
 - PASCAL
 - SEO: Serve Every Ohioan
 - STELLA
- Creating document structure & building questions

Communication

Website dedicated page

News posts

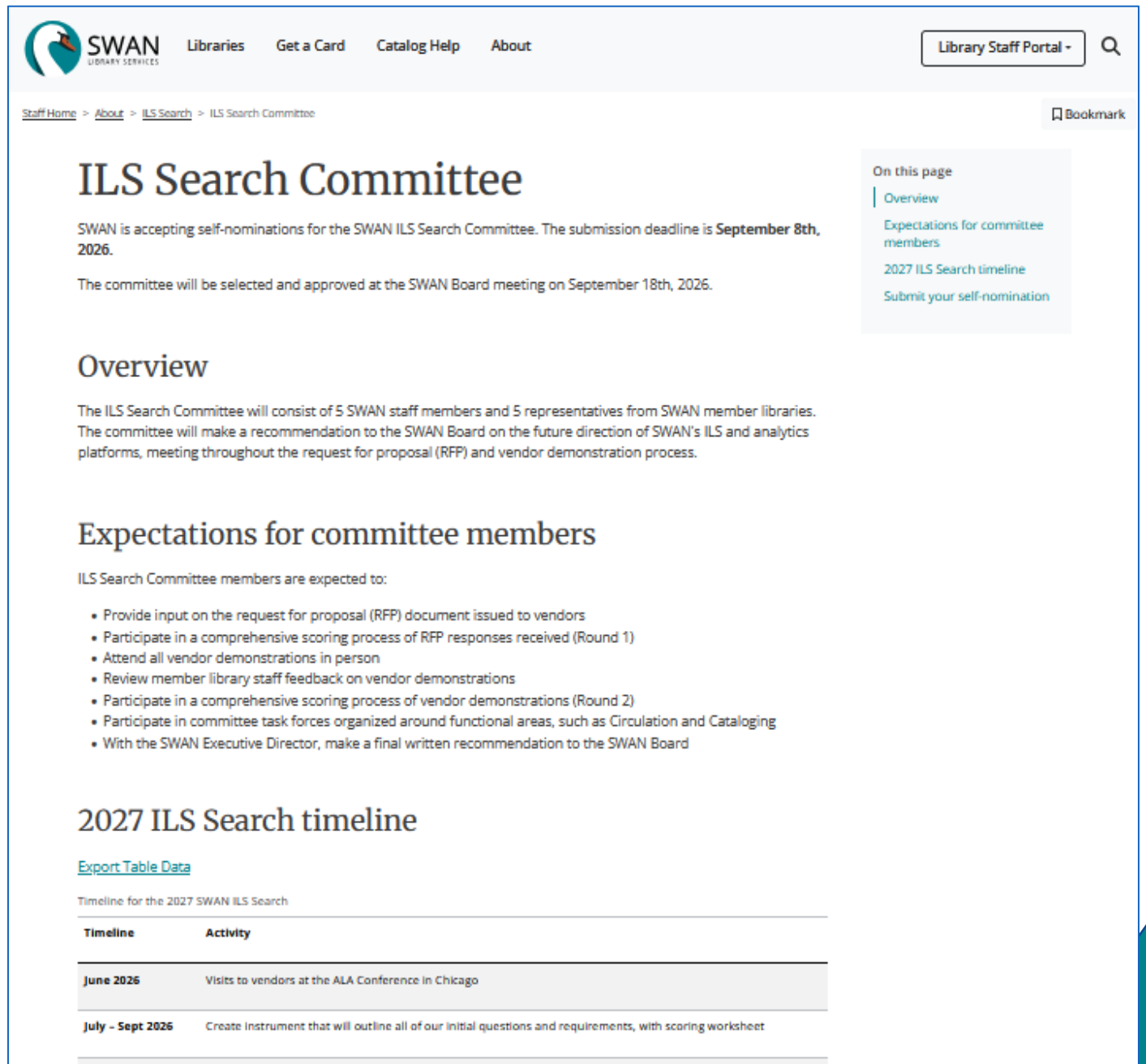
Fireside

Quarterly

Monthly newsletter

Monthly Board reports

September 11, 2026



The screenshot shows the SWAN Library Services website. The header includes the SWAN logo, navigation links (Libraries, Get a Card, Catalog Help, About), a Library Staff Portal dropdown, and a search icon. A breadcrumb trail reads: Staff Home > About > ILS Search > ILS Search Committee. A bookmark icon is in the top right. The main heading is "ILS Search Committee". Below it, a paragraph states: "SWAN is accepting self-nominations for the SWAN ILS Search Committee. The submission deadline is **September 8th, 2026**." Another paragraph says: "The committee will be selected and approved at the SWAN Board meeting on September 18th, 2026." A right-hand sidebar titled "On this page" contains links: Overview (active), Expectations for committee members, 2027 ILS Search timeline, and Submit your self-nomination. The "Overview" section explains the committee's composition (5 SWAN staff, 5 member library representatives) and its role in recommending the future direction of SWAN's ILS and analytics platforms. The "Expectations for committee members" section lists six bullet points: providing input on the RFP, participating in scoring, attending demonstrations, reviewing feedback, participating in a second round of scoring, and making a final recommendation. The "2027 ILS Search timeline" section includes a link to "Export Table Data" and a table with two columns: Timeline and Activity.

SWAN
LIBRARY SERVICES

Libraries Get a Card Catalog Help About

Library Staff Portal - 🔍

Staff Home > About > ILS Search > ILS Search Committee 🔖 Bookmark

ILS Search Committee

SWAN is accepting self-nominations for the SWAN ILS Search Committee. The submission deadline is **September 8th, 2026**.

The committee will be selected and approved at the SWAN Board meeting on September 18th, 2026.

On this page

- Overview
- Expectations for committee members
- 2027 ILS Search timeline
- Submit your self-nomination

Overview

The ILS Search Committee will consist of 5 SWAN staff members and 5 representatives from SWAN member libraries. The committee will make a recommendation to the SWAN Board on the future direction of SWAN's ILS and analytics platforms, meeting throughout the request for proposal (RFP) and vendor demonstration process.

Expectations for committee members

ILS Search Committee members are expected to:

- Provide input on the request for proposal (RFP) document issued to vendors
- Participate in a comprehensive scoring process of RFP responses received (Round 1)
- Attend all vendor demonstrations in person
- Review member library staff feedback on vendor demonstrations
- Participate in a comprehensive scoring process of vendor demonstrations (Round 2)
- Participate in committee task forces organized around functional areas, such as Circulation and Cataloging
- With the SWAN Executive Director, make a final written recommendation to the SWAN Board

2027 ILS Search timeline

[Export Table Data](#)

Timeline for the 2027 SWAN ILS Search

Timeline	Activity
June 2026	Visits to vendors at the ALA Conference in Chicago
July - Sept 2026	Create instrument that will outline all of our initial questions and requirements, with scoring worksheet

SWAN Library Services

24

Opportunity to participate in ILS review & recommendation process

- We need your help!
- The group of member library staff and SWAN staff will complete a written draft of the RFP document
- Evaluate the proposed solutions based on the written responses and software demonstrations.
- The search timeline is outlined on the dedicated page on the SWAN website, along with a self-nomination form to submit your name and statement on your experience and background.
- The submission deadline is **September 8th, 2026**
- Group will be selected and approved at the SWAN Board meeting on September 18th, 2026
- Go to swanlibraries.net for details

Strategic Planning update

Aaron Skog, SWAN Executive Director

Planning activities

- Separate board & staff retreats
- List of 8 priority topics
- 5 events
 - 4 locations, 1 online
 - 3 SWAN Board members
 - Planned 90 minutes
- Used 8 priorities identified by SWAN Board & SWAN Staff (separate) retreats

Themes from membership events

Strategic planning event themes

Strengthening the ILS as the Foundation of SWAN
Services

Enhancing Member Experience, Communication, and
Support

Clarifying SWAN's Role and Strategic Focus

Balancing Standardization and Local Control

Managing Vendor Partnerships and System Integration

Plan draft 0.4

SWAN Management Team with staff input

Continue to revise Objectives & Goals

Upcoming update to SWAN Board

Strategic Objective 1: SWAN is a leader in resource sharing and equipped to fulfill the contemporary needs of libraries.

Strategic Objective 2: Improve the library staff experience through a usable, accessible, and adaptable technology platform.

Strategic Objective 3: Strengthen collaboration between SWAN and the membership, emphasizing transparency and multiple methods of participation.

Strategic Objective 4: SWAN support is robust and responsive to member needs.

Strategic Objective 5: SWAN is a trusted steward of shared technology; libraries have confidence that private data is secure while resources available to staff and the public are open, safe, and accessible.

Announcements & Questions