



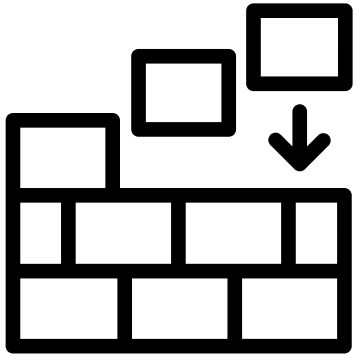
SWAN Fireside Chat

September 29, 2026

Today's agenda

- Labor Day Authority Rebuilds Recap
- ILS Search
- Aspen Update
- E-resource Update
- Resource Sharing Update
- Training & Documentation Update
- User Group Updates
- Upcoming Events

Labor Day Authority Rebuilds Recap



What happened?

- Rebuild of the Authority Thesauri and Index
- Took place Labor Day 5-6th
- Over 9300 records processed
- Part of our Bi-annual record load

ILS & Analytics Search Update

ILS Search overview

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

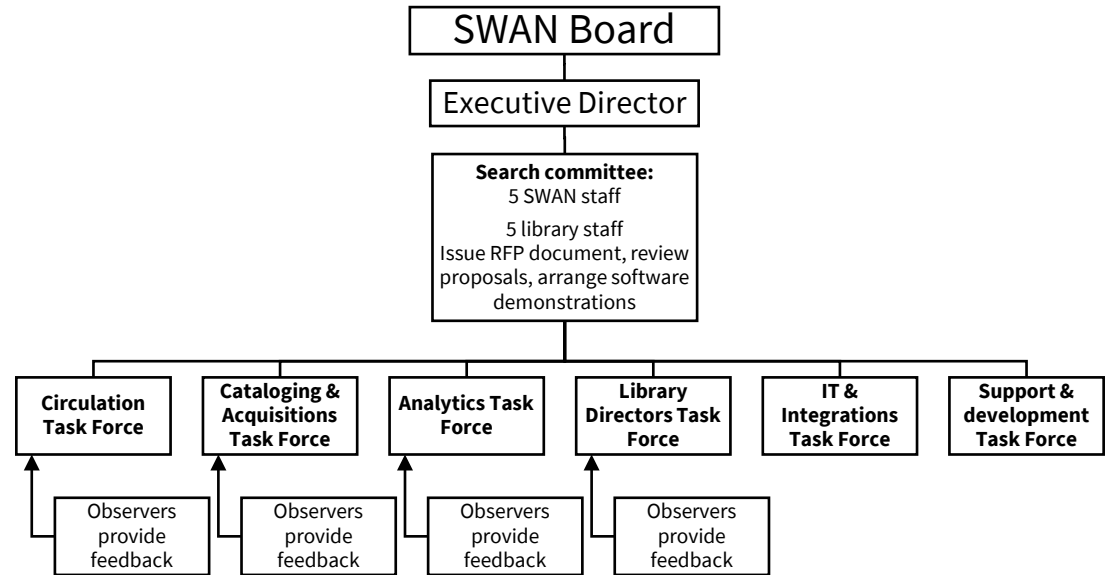
The ILS Search Committee: 5 SWAN staff members and 5 representatives from SWAN member libraries.

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.

ILS Search Committee members

- Allyson Renell, Director, Carol Stream Public Library
- Brittany Smith, Technical Services Manager, Saint Charles Public Library District
- Brooke Sievers, Assistant Director Addison Public Library
- Hubbell Hinkhouse, Circulation Supervisor, Oak Brook Public Library
- Melissa Willer, Circulation Services Manager, Downers Grove Public Library
- Aaron Skog, SWAN Executive Director
- Cynthia Romanowski, SWAN Bibliographic Services Manager
- Ian Nosek, SWAN IT & System Support Manager
- Scott Brandwein, SWAN Assistant Director
- Tara Wood, SWAN User Experience Manager



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 - Oct 2026	ILS Search Committee reviews Request For Proposal (RFP) document
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

Aspen update

No release in September

Partial payments for fines

Starting tomorrow, patrons will be able to pay partial payments of fines through the catalog.

More on our news post:
<https://swanlibraries.net/news/2026-09/95169>

My Account

Checked Out Titles
» Physical Materials 0

Titles On Hold
» Physical Materials 0

Fines \$0.00

Purchase Suggestions 0

Your Library Card

Recommended For You
» Titles You Rated 0
» Not Interested In Titles 0

Your Lists
Your Searches
Checkout History 0

Account Settings

Catalog Home » My Account » My Fines

Fines

☒	Details	Fine/Fee Amount	Amount Outstanding	Amount To Pay
☒	Lost - no associated items	\$35.00	\$25.00	25.00
Total		\$35.00	\$25.00	

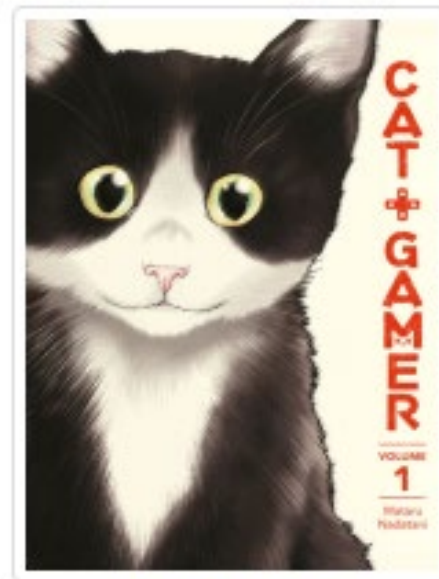
PayPal

Debit or Credit Card

Powered by PayPal

Manga cleanup

- New format in Aspen: Manga
 - Looks for the word "Manga" in a 655 MARC field
- Many records were missing this genre heading so formatting was inconsistent across series
 - Before cleanup: 5,522 items in Manga format
 - After cleanup: 12,639 items in Manga format



35) Cat + gamer

Author

Series

Language

Appears on these lists

Manga

Show Edition

[v](#)

E-Resource update

Palace Project Instructions Update

- Updated instructions now include a link to the Palace Project Web Catalog
- Patrons will use same credentials as the app
- Patrons will be taken to their list of current checkouts in the Web Catalog

Using Palace Project

The Palace Project offers a wide range of eBooks and eAudiobooks. Titles can be accessed through the Palace Project mobile app (iOS and Android) or the [Web Catalog](#), which works directly in your browser. No app needed.

Note: the mobile app is not available on Kindle, PC, Linux, or other devices.

Using the Palace Project App:

1. Download the App on your device



2. Pick your library
Tap "Find Your Library" and find yours in the list.
3. Log in
Tap the settings icon in the bottom right, enter your library password, then hit LOG IN.

For more information, visit [the Palace Project website](#).

10:52



Palace Project

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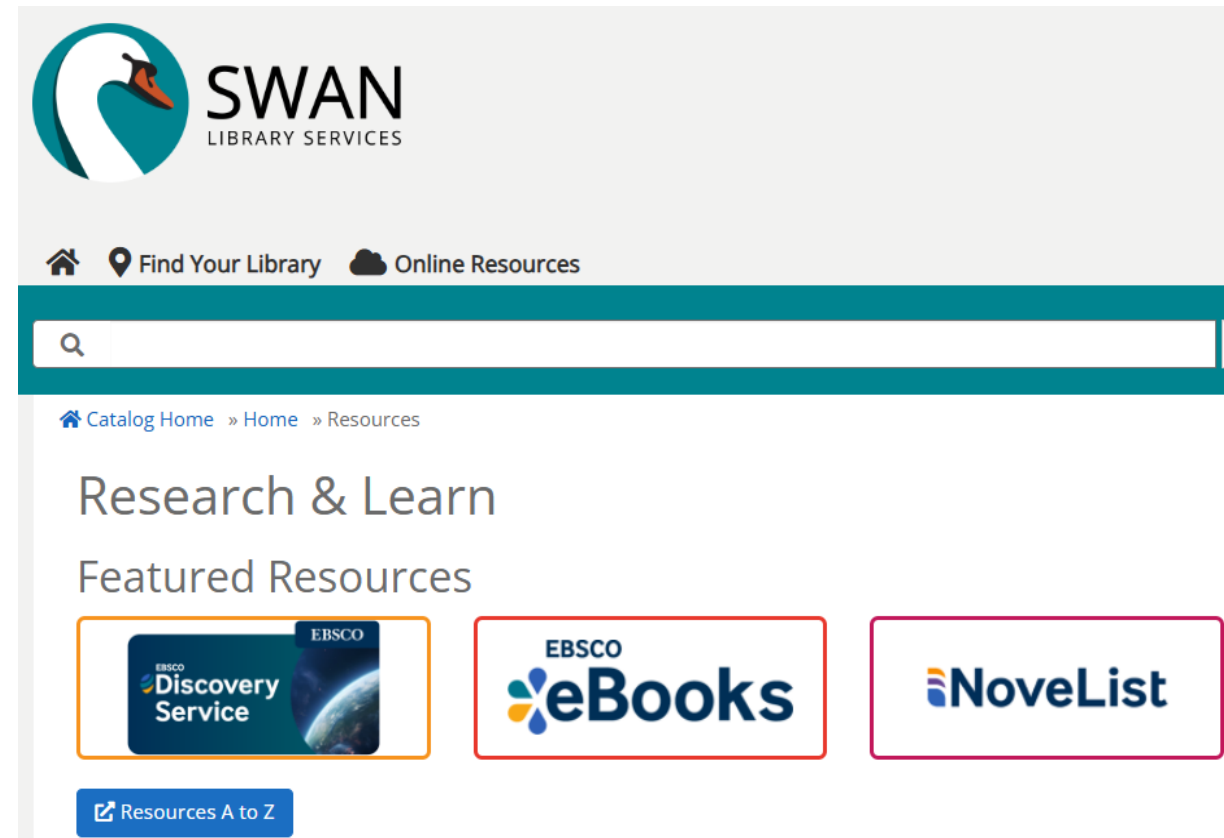
1. Download the App on your device



Statewide Databases in SWAN Catalog

- Access is available to any user located in Illinois
- Users are taken to the SWAN-branded resource
- Only EBSCOhost databases, NoveList, and EBSCO Discovery Service (EDS) are listed
- Statistics for these resources are going to a SWAN account with EBSCO

<https://catalog.swanlibraries.net>



Resource Sharing update

OCCLC Training

OCCLC Training Opportunities

Prepared for the Illinois State Library

Focus areas: Cataloging · WorldShare Interlibrary Loan · FirstSearch · WorldCat Discovery

ILLINET ILL and RB Statistical Survey

- Instructions and Worksheet for 25/26 is live
 - <https://il.countingopinions.com/>
- BLUEcloud Dashboards are updated and ready
 - SWAN Reports>IPLAR>ILLINET Traffic Survey>[2026](#)
- The submission deadline is December 31, 2026



ILLs Sent & Received (FY2026)

Owner: Helen Pinder

Modified:

9/14/26 12:17:11 PM

ILLs SENT & RECEIVED by your library from July 1, 2025 - June 30, 2026. DO NOT USE FOR FOLLOWING: ADD, BDD, BVD, DGS, GED, GHS, GVD, INS, LGS, MTS, MWS, NRS, OLS, OPS, PFS, SCD, SFS, TPS, VPD. Updated for 2026



ILLs Sent & Received (FY2026) Pseudos & Branches

Owner: Helen Pinder

Modified:

9/9/26 2:03:09 PM

ILLs SENT & RECEIVED by your library from July 1, 2025 - June 30, 2026. The following libraries are reported: ADD, BDD, BVD, DGS, GED, GHS, GVD, INS, LGS, MTS, MWS, NRS, OLS, OPS, PFS, SCD, SFS, TPS, VPD. Updated for 2026

Training & documentation

External Training Offerings

[Staff Home](#) > [Training](#) > External Cataloging Training

External Cataloging Training

Partner Training [Cataloging](#)

While SWAN provides cataloging services, support for cataloging libraries, and documentation on local cataloging practices, it does not offer formal cataloging training to member library staff. Below is a non-exhaustive list of resources staff can use to increase their knowledge of cataloging principles and standards. They are separated by those that are free to member library staff and those that are paid. They are organized alphabetically in each section. Inclusion on the list should not be interpreted as a SWAN endorsement of the training or services. Similarly, a resource not being included on this list should not be taken as a reflection on the services and trainings other organizations may provide.

Free to SWAN Member Library Staff

[Cataloging Maintenance Center of the Illinois Heartland Library System \(CMC\)](#): CMC offers a large calendar of free one-day and multi-day training opportunities for Illinois library staff

[LACONI Technical Services Section](#): Hosts four continuing education, professional development, and networking programs per year for Technical Services Librarians and other interested persons

[Library Foundational Training \(LiFT\): Library Catalog Series](#): A series of four courses that provide a general introduction to MARC records and the basics of cataloging

Weeklies Documentation

➤ In this section

[Staff Home](#) > [Topics](#) > [Serials](#) > Weeklies

Weeklies

Updated September 14, 2026 : Updated page to include the 2027 weeklies records.

Certain serial records are given new records each year due to the frequency of publication or large number of attached items (it does not necessarily mean they are published weekly).

How weeklies work

SWAN Bibliographic Services will create new records for the Weekly titles that require this treatment in the Fall of the preceding year. If you receive an issue that needs to be added to a Weekly bibliographic record that has not yet been created, please send in a ticket. Do not create a Weekly bibliographic record yourself.

The term "Weeklies" is a catch-all term for these titles, but they are not all published weekly. Certain less frequent periodicals are collected by enough SWAN libraries that their number of attached items warranted this treatment.

Weekly titles will contain the year in brackets after the title in the 245 field. The fixed field dates on weekly title are altered to match the appropriate year. This improves search relevancy. More recent versions of weekly titles should appear higher in search results in both WorkFlows and the catalog.

Weekly titles also contain a local subject heading to assist searching:

690 Weeklies.

On this page

| [How weeklies work](#)

[Weekly serials 2027](#)

[Weekly serials 2026](#)

Daily Reports Updated Documentation

➤ In this section

[Staff Home](#) > [Topics](#) > [ILS Configuration](#) > Daily Reports

Daily Reports

Daily reports are run by SWAN to perform system maintenance, as well as centralized processing of automatic renewals, notice receipt, assumed lost, discard processing, and collections.

As we standardize report naming conventions for ease of tracking, any scheduled job by SWAN will begin with an *. This naming convention applies to all SWAN scheduled jobs. Libraries should precede all report names with your three-letter agency code.

The SWAN daily maintenance schedule is 11:00 PM - 3:00 AM. Any library reports scheduled during this schedule will be canceled to allow maintenance to complete in a timely fashion.

Sample of daily reports

The daily report schedule may change, but the following serves to illustrate the SWAN daily report processing that occurs. Rep

User Group Updates

Recordings of group meetings available on the [SWAN support site](#)

Aspen Networking

Discussion topics included:

- New developments in the app and catalog
- Patron enhancement requests
- Patron Use Report
- Demo of Scan-and-Go

Acquisitions and Cataloging Networking Group

Discussion topics included:

- Acquisitions topics:
 - Tracking open orders in Acquisitions
 - Cancellations or shortages and credit memos in Acquisitions
 - Acquisitions and cataloging stats
- Processing topics:
 - Processing for Yoto Packs (6+ cards)
 - Book/AV Repair Slips
 - SWAN automatic De-newing process
 - 89x Local Series Pages in Aspen
- SWAN topics and updates:
 - Update to Load Bibs with Order Info match points to improve efficiency
 - The updated Symphony nightly maintenance window
 - 2027 Weeklies
 - MARC Holdings display in Aspen for Serials
 - Call for pre-cat library representative for Cataloging Working Group

E-Resource Working Group – Meeting Recap

Boosting E-Resource Usage

- Placards/signage:
 - Refreshed materials, tracking results, and hands-on staff support
- Scavenger hunt:
 - Creative way to engage staff and possibly patrons with e-resources
- Web Resources:
 - Make e-resources more visible in the library catalog
- Staff training:
 - Adapted digital resource training for staff to better support patrons

Looking Ahead

- [2027 self-nominations](#):
 - Open through October 21, 2026
- Moving next years meetings to a condensed schedule:
 - February, April, and June
- SWAN Expo 2027:
 - Discussed possible topics, ideas for presentations, and opportunities for the group to participate
- Began discussing 2027 priorities for the working group



Working Group Volunteers

[Circulation Working Group](#)

[DUX Working Group](#)

[E-Resources Working Group](#)

Deadline: October 21st

Self-Nomination

The SWAN Circulation Working Group is now accepting self-nominations for four vacancies. Elected representatives serve a two-year term.

Any Head of Circulation/Circulation Manager or a staff member with oversight of the Circulation Department at a SWAN member library is eligible to serve on the Group. This self-nomination form will generate the list of candidates for the upcoming SWAN Circulation Working Group election in early November.

Working Group members need to commit to attending four meetings a year. Meetings are scheduled via Zoom on the third Wednesday of January, March, July, and November.

Your name *

Your library *

Your email *

Your statement *

This statement will be on the election ballot. Please tell us why you want to serve on this group and what you can contribute.

Submit

Choose the Fate of the Item- Use It or Lose It

Date: October 14th

Time: 9:30-11:30

Location: Eisenhower Public Library

About This Event

Learn how to become a wizard at using the Unusable and Damaged Users. Circulation Working presents an interactive workshop on how to best determine if an item is still usable or if it's time to lose it.

This is a one-time discussion, not a presentation or training event, and as such it will not be recorded.

[Register Today](#)



In person @

Indian Prairie
Public Library

SWAN Discussion: Outreach – Meeting Patrons Where They Are

Wednesday, Oct 28, 2026 | 10:00 am – 11:30 am

REGISTER

37 seats left

 Add to Calendar

About This Event

Not every patron can come to you, so how do you bring library services to them? This peer discussion session will focus on outreach strategies that extend library services into the community through pop-up events, mobile services, homebound delivery programs, and more. Can also discuss using the Symphony Outreach module for those managing circulation to homebound patrons. Bring your questions, your challenges, and your success stories.

This is a one-time discussion, not a presentation or training event, and as such it will not be recorded.

[Register Today](#)

Upcoming Events

Register now for 2026 user groups, governance meetings, and office hours! On L2 and the SWAN Support Site: <https://swanlibraries.net/calendar>

- Choose the fate of the item: Use it or Lose it! -- 10/14 – In-person @ Eisenhower
- Cataloging Working Group – 10/15
- ILL/Quarterly Billing Office Hours – 10/15
- New Directors Meetup – 10/21
- Circulation Networking Group – 10/21
- Discovery & User Experience Working Group – 10/22
- Outreach – Meeting patrons where they are – 10/28 – In-Person @ Indian Prairie

The background is a vibrant, Halloween-themed illustration. On the left, a dark, multi-story haunted house with a cross on its roof and glowing orange windows stands against a sky of intense orange and yellow flames. A black cat is perched on a chimney. To the right, a witch with long black hair and a pointed hat is flying through the air. The sky is a mix of fiery orange, red, and a deep blue with white stars. Bare, black tree branches are scattered throughout the scene. The text 'Next Fireside Chat' is written in a large, white, sans-serif font with a black outline, and 'October 27th' is written below it in the same style.

Next Fireside Chat October 27th