SWAN BOARD MEETING MINUTES

June 18, 2026, 9:30 a.m.
Richton Park Public Library
22310 Latonia Lane
Richton Park, IL 60471-123

1. **Call to Order, Roll Call**

   President Musil called the meeting to order at 9:38 a.m. The following Board members were present to establish a quorum.

   Ridgeway Burns
   Dawn Bussey
   Jennifer Cottrill
   Samantha Johnson
   Zach Musil
   Laura 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
   Kate Buckson, St. Charles Public Library Director
   Tammy Sheedy, Berwyn Public Library Director
   Ted Bodewes, Thomas Ford Memorial Library Director

   There was no public comment.

3. **Action Item**

   Acceptance of June 18, 2026 SWAN Board Meeting Agenda

   Bussey moved, seconded by Burns that it be

   RESOLVED THAT THE SWAN BOARD ACCEPTS THE JUNE 18, 2026, SWAN BOARD MEETING AGENDA AS PRESENTED

   Motion carried by unanimous voice vote.

4. **Action Item**

   Approval of the SWAN Financials May 2026

   Bussey moved, seconded by Cottrill that it be

RESOLVED THAT THE SWAN BOARD ACCEPTS THE PAYMENT OF BILLS FOR MAY 1, 2026 - MAY 31, 2026, AND ACCEPTS THE BALANCE SHEET AND DETAILS OF EXPENDITURES FOR MAY 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 May 22, 2026, SWAN Board Meeting Minutes

Bussey moved, seconded by Van Cleve that it be

RESOLVED THAT THE SWAN BOARD APPROVES THE MAY 22, 2026, SWAN BOARD MEETING MINUTES AS PRESENTED

Motion carried by unanimous voice vote

6. **Reports**

a. **Board President Report**

Musil thanked the outgoing board members and welcomed the new board members. Musil congratulated Jennifer Cottrill on her acceptance to the RAILS board.

b. **Executive Report**

Skog reviewed and discussed the highlights in the Executive Board Packet, which included the financials noting the overages on some of the budget lines. He also reviewed Lauterbach & Amen audit pricing for the upcoming audit. Skog discussed upcoming Strategic planning. Skog reviewed the SyriDynix meeting last month and Skog suggests SWAN employees discuss the option of moving to a new ILS. A Q&A ensued.

c. **Operations Report**

Brandwein gave an overview of Operations as reported in the board packet. SWAN EXPO schedules have been finalized.

d. **Treasurers Report**

Bussey reviewed earlier in the meeting.

e. **Board Calendar**

The board calendar was reviewed.

7. **Action Item** - Approve regular board meeting schedule for fiscal year 2027

Bussey moved, seconded by Weseloh that it be

RESOLVED THAT THE SWAN BOARD APPROVES THE BOARD MEEITING SCHEDULE FOR FISCAL YEAR 2027, AND 2028.

8. **Action Item** – Approve integrated Library Systems & Analytics search and request for cost proposals

Cottrill approved, seconded by Johnson that it be

SWAN APPROVES THE INEGRATED LIBRARY SYSTEMS AND ANAYLITICS SEARCH FOR REQUEST FOR COST PROPOSALS

Motion carried by roll call vote with the following results:

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

9. **Discussion Item** – Strategic plan update: Mission, Values, Vision
Skog discussed Mission, Values, Vision versions. A discussion ensued with a few changes to be made.

10. **Information Item** – Background on MessageBee Notifications & cost
A brief discussion on the auto renewals of MessagBee was discussed. Next steps as well as recommendations was discussed.

11. **Action Item** – Executive Session – SWAN Executive Director annual review

EXECUTIVE SESSION FOR THE PURPOSES OF DISCUSSING "THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY OR LEGAL COUNSEL FOR THE PUBLIC BODY." 5 ILCS 120/2(C) (1).

RESOLVED THAT THE SWAN BOARD APPROVES THE INCREASE FOR SWAN EXECUTIVE DIRECTOR BE INCREASED 3.6% FOR FISCAL YEAR 2027

Cottrill approved, seconded by Bussey that it be

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

12. **Information Item**

Ted Bodewes gave an update on the last ISLAC meeting. The State library budget has passed. He reviewed the grant programs. A brief Q&A ensued.

Musil adjourned the meeting at 11:31 AM.

Minutes Prepared by Ginny Blake

Respectfully Submitted,

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Board Secretary