

SWAN Committee C Meeting

January 10, 2012

Members present: Rose Taylor, Bridgeview P.L.; Jane Schoen, Cicero P.L.; Susan McNeil-Marshall, Woodridge P.L.; Dee Brennan, Oak Park P.L.; Mary Beth Campe, Elmhurst P.L.; Rick Ashton, Downers Grove P.L.; Ruthann Swanson, Alsip-Merrionette Park P.L.; Sarah Cotonaro, Stickney-Forest View P.L.; James Casey, Oak Lawn P.L.; Tammy Clausen, Berwyn P.L.; Mary Weimar, Orland Park P.L.

SWAN Board Members present: Rich Wolff, Tinley Park P.L., Melissa Gardner, Broadview P.L.

Copies of the 2012 SWAN Membership Meeting Schedule, the Intergovernmental Agreement Establishing the System Wide Automated Network, and the SWAN By-Laws Draft Revision 10-21-2011 were distributed to members present. A copy of the 2011 audit was available for perusal.

By-Laws

- Rich Wolff explained briefly the changes made in the By-Laws.
- It was explained the term "Council" was replaced with the term "Board" to refer to elected members of the Board.
- Another revision was the staggering of terms to assure continuity among Board members. This staggering of terms will begin in July 2012 if passed by the membership at the March 2012 quarterly meeting.
- The SWAN Executive Director would be allowed to make emergency budgetary decisions if Board members were not reachable. Discussion about whether this decision should have a not to exceed amount listed. No recommendation was made. Discussion dropped.

Audit

- The FY2011 Audit was made available. No comments from members. Wolff explained it was available on the website.

2012 Meeting Schedule

- A question was asked why a meeting of the whole in November, 2011 was scheduled. Wolff explained since the 2014 budget was going to be presented, the Board felt all members would hear the information together.

FY2013 RAILS/SWAN Contract process

- A letter was sent to the SWAN Board from the RAILS Board requesting that the SWAN membership not implement the taking over of the SWAN staff costs. The reasons were:
 1. RAILS is putting together a LLSAP task Force
 2. The pay grade structure had not been decided at this time
 3. SWAN members could save on Administrative costs by staying with RAILS

4. RAILS could supply financial support to the LLSAPs
- Wolff and Gardner explained the SWAN Board has had no time to discuss this but wanted the memberships feeling on the RAILS request. It was said by one member that they thought RAILS wanted the costs to be absorbed by SWAN. Another member mentioned that SWAN needed to have control of hiring and evaluating the Executive Director and this wasn't mentioned by RAILS. Most members agreed that SWAN members were seeking a different funding model from RAILS and were willing to work with them towards this end. Consensus was stay the course decided in the passing of the 2012 budget in December.
 - SWAN will be bringing RAILS a contract that they want to negotiate.

Morton College

Morton College has requested a cost of an exit migration from SWAN. At this time no decision has been made. Orland Park stated maybe the library was just seeking information because they, too, would be requesting this cost on a purely informational basis.

Database Purchase Advisory Group

Not applicable to Committee C groups discussion. A and B members were being sought to have a representation on this issue.

Around the Table

- It was asked if there were any project updates at this time
- Digital signature pads and terminal servers was requested to be on the project list
- Renewal of materials by patrons when another copy is available in the SWAN catalog was discussed and this issue would like to be added to a project list
- A member was looking for the RAILS Interim Director's signature on a letter necessary for the Live and Learn Grant due January 13. They said Michael Piper was on site and in his office today.
- There was a request for a discussion to start on eBooks and eBook vendors for SWAN member libraries. It was felt that Overdrive might be a dead end and other vendors should be explored. It was mentioned that a demonstration could be set up to follow the March SWAN Quarterly meeting. Many members around the table were interested in this demo.
- A member asked if the final document on delivery had been written by the task force. It was stated that it is in its final stage. Another member noted how inconsistent the delivery decisions are in RAILS. They claim to follow a Per Capita Grant requirement on what they are allowed to deliver, but do not always follow the rules.
- Another member asked what the minimum age for applying for a library card without a parental signature. The emancipated minor legislation was noted. Many libraries said that 14 years old is an acceptable age without a signature.
- Meeting adjourned at 2:23 P.M.

Minutes submitted by Mary Weimar, Orland Park P.L.