

Date: February 5, 2018
To: Library Directors
From: Aaron Skog, Executive Director
Re: Review of SWAN Bylaws, Policy, and New 19 Libraries



Based on a legal review of the SWAN Bylaws, the transition to full membership in SWAN has and will occur within the following timetable.

January 31, 2017	SWAN Membership approves addition of 19 new libraries via electronic vote
November 17, 2017	SWAN Board voted to ratify the membership vote
February 6, 2018	Committee of the Whole meeting: membership meeting to review SWAN budget and discuss proposed fee schedule. All 97 libraries are welcome to participate and provide feedback.
March 1, 2018	SWAN membership vote on FY19 budget and FY19 membership fees. The current 78 libraries are only eligible to vote. Self-nominations for two SWAN Board seats must be collected.
April 2018	Per Section 4 of SWAN Bylaws, SECTION 4. ELECTIONS. "Candidates for the Board must currently hold a Director-level position at a Member Library. Board members are elected at large by Member Libraries. Candidates for Board member may self-nominate with a Statement of Interest. <u>Names of candidates will be released during the first week of April.</u> An electronic election will be held during the first two (2) weeks of May, if a competitive number of nominees are received. The SWAN Executive Director will announce, following certification, the winner(s) of the open seats on the Board. In the event of a tie for a single seat, the Board President will call for a runoff election to be held electronically through the final day of May. The SWAN Executive Director will announce the winner of the runoff election on the first workday of June."
May 1, 2018	Board election for first two weeks of May. Circulation go-live of the 19 libraries is May 1, 2018. Per SWAN Bylaws, this step grants full membership rights to the New 19. <ul style="list-style-type: none"> • Eligible for open board seats • Voting on SWAN budget • Voting on any membership wide decisions, should they arise

June 1, 2018

Announce Board election results

If there is any confusion on the voting eligibility of the 19 new libraries, please contact me directly. In a previous news posting I misstated the voting eligibility for the new 19 libraries.

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