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20 July 2018

TO: **RAILS Board of Directors**

FROM: **Deirdre Brennan**

SUBJECT: **Executive Director Report – July 2018**

Executive Director monthly report overview

Every month, I prepare this report to the board to highlight projects, issues, meetings and member outreach that I have worked on or been involved with during the previous month. We also provide the "This Month at RAILS" report to provide the board with an overview of major activities, new projects or special events that have occurred since the last board meeting. These reports are definitely art and not science! The goal is to keep the board informed about how we spend our time and tax dollars to help libraries, but events and projects don't usually conform to monthly dates and deadlines. If there is any issue that you would like more information about, please let me know.

This month, for the beginning of the new fiscal year, we are providing a lengthy report on current projects that RAILS is working on.

Welcome to new and continuing board members

Welcome to our newly elected board members! I know I speak for RAILS staff when I say a heartfelt thank you to all of you for volunteering your time to lead and assist in the work of RAILS to help libraries throughout Illinois.

Michael Campbell, Trustee at the Fox River Grove Public Library District
Liza Hickey, Manager of Technical Services at the Peoria Public Library
Jay Kasten, Trustee at the Vernon Area Public Library District
Daisy Porter Reynolds, Executive Director at the Aurora Public Library
Thomas Stagg, Trustee at the Alpha Park Public Library District

And, thanks to Paul Mills, a re-elected board member, Executive Director from the Fountaindale Public Library District.

I look forward to working with all of you.

<u>Summary and status of current RAILS projects</u>

There is a separate, detailed report about current RAILS projects in this packet. I will be happy to answer any questions about the information in this report at the board meeting.

<u>Podcast about the Soon to be Famous Author Project</u>

I talked with 2018 Soon to Be Famous Illinois Author Project (STBF) winner, Heather Bentley, and STBF committee member and Marketing/PR Director at Mount Prospect Public Library, Carol Morency, about writing, self-publishing, what they are reading now, and exciting news for STBF. Bentley's book, *Sweetest Heartbreak*, is available to read on BiblioBoard.

Finally, my report is shorter than normal this month because I spent two fabulous weeks in France! It was a great trip, but it is also great to be back.

Staff in-service day is taking place July 27 at Waubonsee Community College in Sugar Grove. All RAILS facilities will be closed and RAILS in-house delivery will not occur. This is the one time each year that RAILS staff actually get together in the same room! We find the event to be very helpful in dealing with the challenges of our large geographic service area. I will provide a full report to the board at the August meeting.

<u>Looking ahead to August</u>

The main site for the August 24 board meeting will be at the East Peoria Service Center. RAILS will pay all travel and lodging expenses for board members and there will be a dinner the evening before. This will be a great opportunity to see another RAILS site besides Burr Ridge, get to know fellow board members and meet RAILS staff. There will be a networking event before the board meeting that local library staff will be invited to attend.

Latest RAILS Project News

National E-Book Summit

On June 22, the Association of Specialized and Cooperative Library Agencies' Consortial E-Book Interest Group hosted a national E-Book Summit at the American Library Association conference. (Deirdre Brennan and Veronda Pitchford, RAILS Director of Membership Development and Resource Sharing, co-founded this interest group and Veronda co-chaired the summit.)

Seventy participants attended the invitation-only event, including representatives from library consortia and multitype libraries, e-book publishers and distributors, and industry partners such as the Book Industry Study Group and the National Information Standards Organization.

The first cross industry event of its kind, the goal was to involve all stakeholders in the "reading ecosystem" (see Veronda's diagram below) to create a national agenda to improve the e-book experience for library users and to make more people aware of the many e-resources libraries have to offer. As a part of this process, participants broke into working groups to discuss and propose plans to address challenges in a number of key areas:

- Accessibility – ensuring that e-books and platforms meet accessibility guidelines
- Content "Deserts" – obtaining desired but unavailable content (out of print, etc.)
- Curation – giving libraries greater ability to curate materials and help patrons find them
- Licensing Models – having more flexibility to choose from different models
- Impact and Benchmarks – portraying the impact of e-books more accurately through shared data gathering and research

The summit helped to strengthen existing partnerships and build new ones, and it is only the beginning! Moving forward, there will be many opportunities for others to collaborate on a nationwide level to address the identified challenges/opportunities.

The Reading Ecosystem

Find More Illinois

Find More Illinois has the potential to greatly expand resource sharing in Illinois by connecting the catalogs of consortia and standalone libraries that choose to participate. Twenty-one libraries from three consortia (I-Share, PrairieCat, and Rock River Library Consortium) have been participating in a pilot program since April 16. Between April 16 and June 30, 476 interlibrary loan requests were received, of which 331 were filled, for a fill rate of nearly 70%. This is a good fill rate given the small size of the pilot.

Because the pilot program is going well, RAILS plans to begin expansion this fall, after the RAILS Board has an opportunity to review and approve the proposed annual membership fee scale. (A document with the proposed fee scale is included in the July meeting packet.)

Initial expansion is planned to occur in three cohorts between fall 2018 and early spring 2019 to accommodate data gathering, setup, and training needs. (Interested libraries that can't join by early 2019 will have other opportunities in the future, but there will be some incentives for early adopters.)

RAILS staff are developing additional documentation, training materials, and promotional plans to prepare for expansion. We also plan to feature Find More Illinois at the Illinois Library Association conference in Peoria on October 9–11.

Other Highlights

Consortia News

FY2019 LLSAP Support

In addition to providing financial and in-kind support to the current RAILS LLSAPs (PrairieCat, RSA, and SWAN), RAILS is able to offer "core services only" LLSAP support to other RAILS consortia for FY2019. The application period is currently underway, and interested consortia that meet LLSAP requirements will be offered these core services: use of RAILS meeting rooms, support for communication and collaboration (including a conference calling account), and the opportunity for prospective new member libraries to apply for LLSAP membership grants.

FY2019 RAILS LLSAP Membership Grants

After a hiatus in FY2018, RAILS will again offer LLSAP membership grants in FY2019. There will be two application periods, with deadlines in October 2018 and April 2019. The application form and more information will be posted on the RAILS website in late August.

Continuing Education (CE)

Directors University

The second annual Directors University was held at the Illinois State Library (ISL) in Springfield, June 4-8. Fifty new public library directors from across the state participated in the week-long training initiative, jointly planned by RAILS, ISL, the Illinois Heartland Library System, and the Illinois Library Association. RAILS also provided financial support and Deirdre Brennan and Joe Filapek, RAILS Director of Consulting and Continuing Education, served on the planning committee and participated in the week's activities.

Session topics included strategic planning, advocacy, and intellectual freedom. Post-event feedback was extremely positive. Participants reflected both on the many connections they made and the training itself. As one participant remarked: "This is the BEST conference I have ever been to. . . Learning from the true professionals, and the ones who are in your own shoes. It was the stuff I needed to know, that I didn't even know I needed."

Upcoming RAILS Continuing Education (CE)

The JJ's List Disability Awareness Players are a troupe of volunteers who teach disability awareness through interactive presentations including skills-building activities and role-play. They will present a workshop for RAILS on August 16.

Studies show that at any given time, 60% of an organization's employees could be looking for a job. On August 28, HR Source (formerly known as the Management Association) will present strategies to help libraries retain high-talent team members.

Member Engagement

RAILS Member Update, July 31

RAILS holds quarterly update sessions to inform members about our latest news and to give them a chance to share their library news. The next member update will be Tuesday, July 31, from 1:30-3:30 p.m.

In response to member feedback, RAILS will devote a larger portion of the agenda to reports about member library projects that others may wish to replicate, including a public library/high school program for students who will be the first in their families to attend college; a "digital day" to publicize library e-book offerings; a building project, including envisioning sessions for the general public and four high schools; a community scavenger hunt; and a library's craft brewing week events.

All RAILS Board members are invited to attend the update at a RAILS videoconference location or via one-way streaming video. The session will also be recorded for viewing at a later date on the RAILS YouTube page. See more information/register.

Expansion of RAILS Multitype Collaborative Grants

RAILS Multitype Collaborative grants were designed to encourage collaboration between two different types of libraries (academic, public, school, or special). In response to member feedback and to give more members an opportunity to participate, RAILS is expanding the grants to also include partnerships with other organizations, such as nonprofits, government or community organizations, etc. More details will be provided soon, including at the July 31 RAILS Member Update.

RAILS Planning Academic and Special Networking Events

During our strategic plan listening tour, RAILS academic and special libraries told us that they wanted more opportunities to network with others from their same library type. As a result, RAILS is collaborating with the Illinois Association of College and Research Libraries (IACRL) and the Special Libraries Association – Illinois chapter to offer networking activities for these library types.

An event for academic libraries will be held at Northwestern University in Evanston, Tuesday, November 6, from 9:30 a.m.-noon. We are also planning networking events and tours of special libraries around the RAILS area for Fall 2018 and Spring 2019. Stay tuned for more details coming soon, including at the July 31 RAILS Member Update.

RAILS Member Meetups in Coal Valley, Lake Bluff, and Chillicothe

RAILS Member Meetups are in-person, multitype library events for all levels of library staff. Since early June, RAILS held three northern Illinois meetups in Coal Valley, Lake Bluff, and Chillicothe. At each meetup, 10-20 participants discussed current library practices, learned more about RAILS programs and services, and had the opportunity to network with colleagues.

The next meetup is scheduled for Thursday, August 2, at 10 a.m., at Freeport Public Library. RAILS Board members are welcome to attend this and any future meetups!

RAILS Member Visits to Northbrook, Moline, and Peoria Regions

Since early June, RAILS has conducted a number of member visits to libraries in the Northbrook, Moline, and Peoria Areas regions. A map of these visits can be viewed on the RAILS website.

Highlights include learning about a summer reading boat trip down the Mississippi River at Cordova Library District, Rock Island Public Library's efforts to create a community of readers and writers, and hearing that the Wyoming Public Library saw a surge in summer reading registrations after advertising on Facebook for the first time this year.
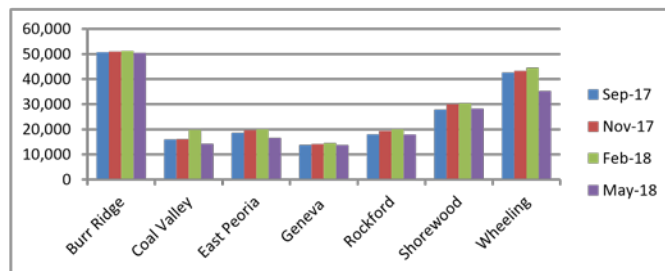
Delivery

RAILS member libraries are required to count all outgoing items being picked up for delivery for one week, four times a year. This is based on a recommendation from the Illinois State Library Delivery Advisory Committee. These manual counts provide the most accurate information on

the volume of delivery materials sent out by system members and processed by system staff. They help RAILS monitor delivery trends. They also help us determine staffing requirements, vehicle capacity needs, and to monitor/confirm the delivery volume processed by other vendors we work with to provide delivery service.

Select FY2018 fine count statistics appear below. Additional FY2018 Fine Count Statistics are available in the delivery section of the RAILS website.

FY2018 Delivery Statistical Data – Quarter by Quarter Comparison

Total Items Processed								
	Burr Ridge	Coal Valley	East Peoria	Geneva	Rockford	Shorewood	Wheeling	Totals
Sept. 2017	50,741	15,995	18,589	13,818	18,036	27,836	42,623	187,638
Nov. 2017	50,980	16,099	19,633	14,132	19,332	30,025	43,297	193,498
Feb. 2018	51,220	19,822	20,069	14,521	20,047	30,449	44,600	200,728
May 2018	50,467	14,242	16,611	13,690	17,962	28,276	35,251	176,499
Avg. per day	10,170	3,308	3,745	2,808	3,769	5,829	8,289	37,918
Avg. per wk	50,852	16,540	18,726	14,040	18,844	29,147	41,443	189,591
Monthly avg.	203,408	66,158	74,902	56,161	75,377	116,586	165,771	758,363
Annual projection	2,542,600	826,975	936,275	702,013	942,213	1,457,325	2,072,138	9,479,538

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20 July 2018

TO: RAILS Board of Directors

FROM: Deirdre Brennan

SUBJECT: Status of RAILS Projects

The following is a status report on major RAILS projects and initiatives as of July 2018. During our recent research project on how to better engage and orient RAILS Board members, there were suggestions to provide this list at the beginning of the fiscal year to familiarize new board members with current RAILS projects and as a refresher for returning board members.

The list only includes special projects. It does not include our ongoing, day-to-day work on existing programs and services. The board will learn more about those individual programs/services throughout the course of the fiscal year (another request during our board engagement research project).

RAILS Strategic Plan

The current RAILS strategic plan was approved by the RAILS Board in February 2014. In developing that plan, we relied heavily on input from our member libraries to determine our strategic goals and initiatives. RAILS has accomplished many of the goals from the 2014 plan as indicated in a progress report on the RAILS website.

RAILS is currently re-examining our strategic plan to ensure that it continues to provide a high-level direction for meeting the needs of as many of our member libraries as possible and that it continues to lead us into the future. Once again, we are relying heavily on member feedback. Earlier this year, we conducted a "listening tour" with member libraries throughout the RAILS area, and with special web meetings for academic, school, and special libraries. We also encouraged all staff at all member libraries to complete a detailed needs assessment survey.

As a result of these research efforts, we have identified the following broad-level areas to address in our strategic plan:

- Help libraries optimize their resources through support for sharing materials; cooperative purchases that optimize available tax dollars; sharing expertise through continuing education and consulting to ensure libraries stay abreast of trends, innovations and issues in the library field

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- Help libraries understand the ever growing diversity of patrons and their needs and how to meet them by providing continuing education opportunities and through partnerships with experts on a variety of management and service issues
- Help libraries articulate their value to users, potential users, funders, elected officials, and other stakeholders and advocate for issues affecting libraries as appropriate and help libraries advocate for themselves
- Help libraries be the best they can be so that they will remain vital players in their organizations or communities
- Help libraries be resilient and prepared for the future and to respond to changes in the overall environment that affect library service. In addition to preparing our member libraries for the future, RAILS also helps to ensure the future of libraries and librarianship as a profession by preserving and advancing core professional values.

We continue to work on the strategic plan and will provide more detailed information to the board soon.

RAILS Rebranding

In conjunction with revising our strategic plan, RAILS is also in the process of revising our brand. The current RAILS logo has a strong connection to talking book services, which unfortunately, RAILS is no longer able to provide. We also want to ensure that our new branding reflects our updated strategic plan initiatives. We plan to roll out the new branding to coincide with the rollout of our revised strategic plan.

RAILS Membership Standards

RAILS formed a System Membership Standards Committee in December 2014 to examine current system membership requirements and to make recommendations for changing and strengthening them. Our overall goal is to help libraries provide the best service possible to their customers and for RAILS to help libraries meet the new requirements by offering training and other support.

After the committee drafted new standards, RAILS provided multiple opportunities for staff at libraries of all types (academic, public, school, and special) to provide input. After making further revisions based on this feedback, the RAILS Board approved draft membership standards in June 2017. The intent was to test the standards with members, revise them as needed, and review the results of the testing in June 2018.

RAILS conducted a beta test with 55 libraries of all types and sizes across Illinois in November 2017. After analyzing the results of this beta test, we determined that we needed more current and complete data from all our libraries before we could gauge the true impact of the standards. We asked the RAILS Board to approve the release of the standards on July 1, 2018,

for data collection purposes only. We are tentatively planning to begin data collection, via a web form, in late fall. The board will review the results of the data collection no later than May 2019. At that time, we will determine if additional changes need to be made to the standards.

A memo from the June 15 RAILS Board meeting with further explanation and the current version of the standards appears on the RAILS website.

Find More Illinois (FMI)

RAILS member libraries display and share their library holdings in a number of different ways. Some choose to join one of many online shared catalogs (also known as consortia) in the RAILS area. Others choose to have their own "standalone" online catalog. Some RAILS libraries do not have an online catalog for monetary or other reasons.

Instead of having to search these different catalogs separately, Find More Illinois will offer seamless access to the catalogs of RAILS consortia and standalone libraries that choose to participate. It may also be used by libraries who do not currently have an online catalog.

Twenty-one libraries from three consortia (I-Share, PrairieCat, and Rock River Library Consortium) have been participating in a FMI pilot program since April 16. Currently, anyone can search five catalogs with a single search: PrairieCat, Rock River Library Consortium, and three I-Share library catalogs—Joliet Junior College, Morton College, and the Richard J. Daley Library University of Illinois at Chicago. Only pilot participants and their patrons can actually place interlibrary loan requests.

RAILS plans to expand the project to additional libraries this fall, with a major roll-out planned for the Illinois Library Association conference in Peoria, October 9-11. A document with the proposed fee scale is included in the July meeting packet for board review. Board members can visit the Find More Illinois website for more information and to search the catalog.

Statewide Delivery Service and LASA

RAILS provides the ILDS (Illinois Library Delivery Service) courier service in partnership with the Illinois Heartland Library System (IHLS). ILDS delivers to most Illinois academic libraries and also provides the shuttle service that makes statewide delivery a reality. RAILS holds the ILDS contract with the University of Illinois. On July 1, 2018, we entered into the third year of the contract with a price increase that will bring RAILS an additional $10,670 in revenue.

In related delivery news, RAILS has been working with the Laboratory of Applied Spatial Analysis (LASA) at Southern Illinois University to analyze current delivery routes and delivery hub locations. The goal is to discover different options that may result in more efficient delivery service for our members and potential cost savings for RAILS.

LASA developed a RAILS delivery database that displays current routes and other delivery information graphically and that can be used to explore various "what if" scenarios using existing RAILS delivery hubs, alternate numbers and locations of delivery hubs, and alternate routing for the ILDS nightly shuttle runs that moves materials between RAILS and IHLS hubs. RAILS and LASA staff will continue to work together on further refinements and analyses.

We are meeting with staff from the State Library, CARLI and IHLS in August to go over the recommendations from LASA.

Our work with LASA will also help us with planning for future RAILS facility needs, which are closely tied to delivery needs.

Serving the Unserved

Approximately 1 million Illinois residents have no access to public library service. This includes residents of both rural and metropolitan areas, in fact, Cook County has the most unserved residents in the entire state. A top need expressed by RAILS members, both during the development of our initial strategic plan and during our current efforts to revise the plan, is for RAILS' help in dealing with this challenge.

RAILS has been working with other Illinois stakeholders to find ways to address this complex issue. In 2017, RAILS staff and board participated in two discussions at the Illinois State Library to discuss the unserved. All who attended agreed that there is no one-size-fits-all solution and any progress in resolving the issue of the unserved will be incremental. There are steps RAILS and others can take (or continue to take) that will help increase access to public library service.

Some of these steps include:

- ISL staff are preparing an FAQ that will help to explain the different aspects of resident and nonresident cards.
- ISL may offer limited library services to unserved residents at some point in the future.
- Warren County Public Library District in Monmouth, Illinois, is interested in being a test case for serving the unserved. (Michelle Simmons is a trustee at Warren County and also serves on the RAILS Board.) RAILS will help with these efforts however we can.
- RAILS has been meeting with Kim Caviness, Chief Content Officer at Imagination (a content strategy and marketing firm in Chicago) to discuss her willingness to do some pro bono work on a project to expand service to the unserved near the Gail Borden Public Library District (Elgin). We have already taken a field trip to Gail Borden to talk about the scope and nature of the project.
- RAILS provides a template for an intergovernmental agreement on the RAILS website that can be used by public libraries in partnership with another agency (often a school district) to extend library services to nonresidents.

- Through RAILS' partnership with BiblioLabs, any Illinois resident has access to thousands of resources on the [BiblioBoard](#) platform free of charge and without needing a login or library card.

Explore More Illinois Online Pass Program

RAILS is working on an online pass program, Explore More Illinois, which will be available to residents in the RAILS area through their public libraries. Participating institutions will include museums, state parks, and other interested cultural institutions throughout the state. It will be a very affordable and inclusive way for libraries to work with organizations in their area to make their resources available and discoverable to millions of Illinois residents. The program will also provide public libraries with a new and exciting service to offer to their communities.

RAILS finalized a contract with Quipu Group for the pass program software in September. Quipu went through a major software upgrade at the end of last year and RAILS decided to delay the project rollout until the upgrade was completed. We are also testing different patron authentication options with Quipu to accommodate our member libraries' different ILS systems.

RAILS is currently recruiting museums and other cultural institutions to participate and hopes to roll-out the program at the Illinois Library Association conference in Peoria, October 9-11.

National Partnership Projects

RAILS staff are involved with a number of projects in collaboration with library and system colleagues in other states. These projects are generally national in scope and involve innovative approaches to library issues and being proactive about the future.

We are active in ASCLA, (Association of Specialized and Cooperative Library Agencies) which is the division of ALA that focuses most on system work, and in United For Libraries (UFL) the division of ALA that focuses on trustees and friends of libraries. We work on e-content access issues, support and training for Trustees, and training for library staff in areas such as digitization.

We are a member of the Book Industry Study Group (BISG) which does in depth analysis of book industry trends – sales of ebooks, effect of ebooks on print sales, sales of different genres, etc. Our membership in this group facilitates our work with publishers to encourage greater access to econtent for libraries.

We are also active with Midwest library systems and consortia, such as WiLS (Wisconsin) and the Midwest Collaborative for Library Services (MCLS) in Michigan. We also work with other Midwest partners to plan the Great Lakes Resource Sharing Conference.

We participate in National Library Legislative Day annually in Washington, D.C. This is a day sponsored and organized by ALA when librarians and trustees from all across the country go to Washington to meet with congressmen and women to talk about important federal library issues.

We are active participants in the work of the Digital Public Library of America (DPLA). Illinois is one of the "service hubs" of DPLA through the organization Illinois Digital Heritage Hub (IDHH) and we are part of this group. We also attend and present at the annual DPLA Fest, their annual meeting.

Illinois Leadership Projects

We work closely with the Illinois Library Association, the State Library and IHLS on Directors University, the annual week-long training program for new public library directors.

We have also worked with these partners on Elevate, the Illinois library leadership program which is designed for librarians from all types of libraries who want to develop their leadership skills.

Staff serve on the boards of Libraries in Risk Management (LIRA) and Library Insurance Management and Risk Control Combination (LIMRICC), two important insurance pools for RAILS and many libraries in Illinois.

Consortial Reports

CARLI/I-Share

- No report

Cooperative Computer Services (CCS)

- The CCS Governing Board will vote on adding Morton Grove Public Library to our membership on July 25.
- This year, CCS will review our membership fee formula. Our Budget and Finance Committee reviewed the report on membership fees that SWAN prepared and would be interested in documentation or research from other consortia as we move forward with our study. We will be happy to share our progress and results.
- IT Manager Marcin Urbanski is testing an option that would allow us to use VOIP lines for telephony, which could lead to significant savings on phone lines.

LINKin

- No report

Northern Illinois Cooperative (NIC)

- In anticipation of a migration to PrairieCat pending approval of financial assistance from RAILS, the public libraries in NIC are:
  - Presenting individual PrairieCat intergovernmental agreements to their boards for approval with planned submission by July 1 for approval by PrairieCat's Administrative Council, and
  - Planning to submit grant applications to RAILS for migration costs by August 15, 2018

Pinnacle Library Cooperative (PLC)

- No report

PrairieCat

- As of July 1, PrairieCat staff are employed directly by PrairieCat itself. This means we are no longer RAILS employees, but paid directly by PrairieCat. Although staff are still housed in RAILS buildings, and we continue to use RAILS IT systems, finance services, and most other RAILS services we always have, PrairieCat is now "independent" in staffing. This move has been in the works for over two years and is fully supported by RAILS.
- Judy Hutchinson, Member Services Supervisor, retired from RAILS on June 30. PrairieCat will still have her around for another year, luckily, as she will stay on part time to manage projects. Judy will also assist with onboarding a new position—a Training and Outreach Coordinator.
- Kacy Kelly, Senior System Specialist, has moved on to another job. PrairieCat will advertise his position in the coming months.

Resource Sharing Alliance NFP (RSA-NFP)

- Several RSA staff attended the annual SirsiDynix User Conference (COSUGI), and two staff members presented multiple sessions.
- New and upgrading members:
  - Valley District Library is now circulating in RSA. They received holds training on June 29..

- o Bushnell Public Library District is also circulating in RSA. They are getting holds training soon.
  - o Prairie Creek Public Library District is entering their patrons into RSA's system.
  - o Neponset Public Library (new RSA member) has just started circulating.
  - o Ransom Memorial Public Library (new RSA member) has started cataloging their collection in RSA.
  - o Flanagan Public Library District (new RSA member) has also restarted cataloging their collection.
- RSA upgraded to Symphony 3.5.3 and upgraded Enterprise twice in the last three months. The Symphony upgrade allows item, patron, and library grouping in the circulation map, allowing us to shrink libraries with hundreds of circulation map lines down to tens of lines. We are working library by library to redo all circulation maps to better match each library's checkout limits. Multiple item types can now all count toward one overall type limit. This work will be ongoing for at least a year.
- RSA's Board completed a five-year planning document to outline changes that various RAILS support reductions would require in staffing and services. RSA's Board is also reworking all membership levels and creating new library type service tiers (public, school, etc.) to more accurately price out service bundles and to free up staff time to better support our larger libraries. We have 147 members in 197 locations with only 10 staff members to support them. This is difficult, and we end up spending 75% of our time on our smallest, lowest-paying members. We are hoping to shift to 50% / 50% time split on big and small libraries. These changes will mean increases in member fees combined with cuts in service to our smaller libraries.
- Normal Public Library, in conjunction with the Bloomington Public Library, issued a request for proposal (RFP) for a new integrated library system in April. Normal Public Library has decided to remain in RSA. No word yet on the Bloomington Public Library's decision. They could decide to join RSA or stay a standalone library.

Rock River Library Consortium (RRLC)
- No report

System Wide Automated Network (SWAN)
- The 19 libraries from LINC and MAGIC went live in SWAN on May 1, 2018. This process was relatively smooth for library users, with the majority of issues resolved over the four weeks of May. Some ongoing data processing issues remain with BLUEcloud Analytics (SirsiDynix's reporting software) in completing harvests and daily processing in a timely manner.
- SWAN deduplicated its bibliographic database on May 28, 2018, taking the combined system of LINC, MAGIC, and SWAN and merging 2.2 million title records to 1.5 million title records.
- SWAN replaced its authority database using services through MARCIVE on July 4, 2018. The bibliographic database was also converted from a hybrid of AACR2 and RDA standard bibliographic records to 100% RDA records as an additional component of the MARCIVE service.
- Plans are underway to perform a "reclamation" of SWAN library holdings within OCLC WorldCat, sometime in August 2018.
- SWAN IT is preparing Symphony ILS servers in Microsoft Azure, which is a cloud infrastructure-as-a-service, with a goal to transition before the end of 2018.
- User Experience Manager Tara Wood is working with Brian Smith (RAILS Applications and Web Developer) to migrate SWAN's support website from Drupal 5 to Drupal 7. Tara is conducting

    interviews and studying site usage with various library staff from departments associated with cataloging, circulation, and administration.

- SWAN's annual conference will take place Friday, August 17, 2018. This conference registration opened in May and thus far 135 library staff have registered. SWAN sent postcards to 100 non-SWAN libraries within a 50-mile radius promoting the event.
- Brookfield Zoo closed its library in December 2017 and notified SWAN that it will terminate its membership. [RAILS note: Its RAILS membership was also voluntarily terminated.]
- Green Hills Public Library District (in Palos Hills) is working with SWAN staff on an application for membership approval, which is planned for membership vote at SWAN's September 2018 quarterly meeting.