



Evanston Public Library Board of Trustees

MEETING MINUTES

Wednesday, November 20, 2024 at 6:30 PM

Main Library, Community Meeting Room, and remote

Members Present

Samia Amamoo, Arikpo Dada, Tracy Fulce, Kathryn Hazelett, Cate Huggins, Michelle Mills, Meghan Shea, Terry Soto (Virtually), and Esther Wallen.

Members Absent

None

Staff Present

Ellen Riggsbee, Heather Norborg, Sameer Notta and Yolande Wilburn

Presiding Member

Tracy Fulce, President

Call to order/Declaration of Quorum.

President Fulce called the meeting to order when a quorum of Trustees was established at 6:38 p.m.

Land Acknowledgement

Read by Trustee Shea

Citizen Comment

None

Consent Agenda

- A. Approval of Management Committee Meeting Minutes October 16, 2024
- B. Approval of Regular Board Meeting Minutes October 16, 2024
- C. Approval of Finance Committee Meeting Minutes November 12, 2024
- D. Approval of Bills and Payroll

Motion: Moved by Trustee Hazelett, seconded by Trustee Mills, to amend the consent agenda.

Roll call vote taken Trustee Amamoo, Trustee Arikpo, Trustee Dada, Trustee Fulce, Trustee Hazelett, Trustee Mills, Trustee Shea, Trustee Soto, and Trustee Wallen voted aye. No nays. Motion carried.

Library Director's Report

(Distributed in Advance)

Staff Report

- A. Administrative Services Report (Distributed in Advance)

Board Reports

- A. President's Report

- B. Finance Committee
- C. Management Committee
 - Roberts Rules of Order. Trustee Dada led it.
- D. Facilities Committee
- E. DEIB Committee

Unfinished Business

- A. Amend bylaws to state the president shall be bonded (Action)
 Motion: Moved by Trustee Mills, seconded by Trustee Hazelett, to amend bylaws to state the president shall be bonded, not the Vice President.

Roll call vote taken Trustee Amamoo, Trustee Arikpo, Trustee Dada, Trustee Fulce, Trustee Hazelett, Trustee Mills, Trustee Shea, Trustee Soto, and Trustee Wallen voted aye. No nays. Motion carried.

- B. Approval of Strategic Plan (Action)
 Motion: Moved by Trustee Shea, seconded by Trustee Mills, to approve the strategic plan.

Roll call vote taken Trustee Amamoo, Trustee Arikpo, Trustee Dada, Trustee Fulce, Trustee Hazelett, Trustee Mills, Trustee Shea, Trustee Soto, and Trustee Wallen voted aye. No nays. Motion carried.

- C. Final Budget Presentation by Sameer Notta
- D. Resolution 2024 - R1 providing for the budget and setting the annual tax levy for FY2025.
 Motion: Moved by Trustee Hazelett, seconded by Trustee Mills, to approve the Resolution 2024 - R1.

Roll call vote taken Trustee Amamoo, Trustee Arikpo, Trustee Dada, Trustee Fulce, Trustee Hazelett, Trustee Mills, Trustee Shea, Trustee Soto, and Trustee Wallen voted aye. No nays. Motion carried.

New Business

- A. State Per Capita Grant Requirements Checklist (Discussion)
- B. Library Board Policies Ethics and Conduct (Discussion)
- C. Library Cards and Accounts Policy 2024 Update (Action)
 Motion: Moved by Trustee Mills, seconded by Trustee Huggins, to approve the library cards and account policy 2024 update.

Roll call vote taken Trustee Amamoo, Trustee Arikpo, Trustee Dada, Trustee Fulce, Trustee Hazelett, Trustee Mills, Trustee Shea, Trustee Soto, and Trustee Wallen voted aye. No nays. Motion carried.

- D. Amend 2024 Library Closures Dates (Action)
 Motion: Moved by Trustee Wallen, seconded by Trustee Mills, to approve amending the 2024 Library Closure Dates to include a late opening on December 17, 2024.



Roll call vote taken Trustee Amamoo, Trustee Arikpo, Trustee Dada, Trustee Fulce, Trustee Hazelett, Trustee Mills, Trustee Shea, Trustee Soto, and Trustee Wallen voted aye. No nays. Motion carried.

Executive Session

Motion: Moved by Trustee Fulce, seconded by Trustee Mills, to go into executive session for personnel matters. Trustee Amamoo left the meeting at 8:18 pm.

Roll call vote taken Trustee Amamoo, Trustee Arikpo, Trustee Dada, Trustee Fulce, Trustee Hazelett, Trustee Mills, Trustee Shea, Trustee Soto, and Trustee Wallen voted aye. No nays. Motion carried.

Motion: Moved by Trustee Huggins, seconded by Trustee Mills, to adjourn the executive session.

Roll call vote taken Trustee Amamoo, Trustee Arikpo, Trustee Dada, Trustee Fulce, Trustee Hazelett, Trustee Mills, Trustee Shea, Trustee Soto, and Trustee Wallen voted aye. No nays. Motion carried.

Adjournment

MOTION: Moved by Trustee Hazelett and seconded by Trustee Mills to adjourn. A voice vote was taken—all ayes. No nays. Motion carried. The meeting adjourned at 8:34 p.m.

Roll call vote taken Trustee Amamoo, Trustee Arikpo, Trustee Dada, Trustee Fulce, Trustee Hazelett, Trustee Mills, Trustee Shea, Trustee Soto, and Trustee Wallen voted aye. No nays. Motion carried.

Submitted by

Esther Wallen, Secretary
Evanston Public Library Board of Trustees