



**MEETING MINUTES  
EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES  
Wednesday, December 20, 2023  
Library Board Meeting  
6:30 PM  
Main Library, Community Meeting Room and Remote**

**Members Present**

Arikpo Dada, Kathryn Hazelett, Tracy Fulce, Cate Huggins, Michelle Mills, Meghan Shea, Terry Soto (attended virtually), Russ Shurbet and Esther Wallen. *Shea attended virtually. Dada arrived at 6:45 pm. Mills arrived virtually at 7:31pm*

**Members Absent**

none

**Staff Present**

Heather Norborg, Wynn Shawver, Jan Bojda, Jill Skwerski 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 6:35 p.m.

**Citizen Comment**

none

**Consent Agenda**

- A. Approval of the Bills and Payroll and Minutes of November 10, 2023 and November 30, 2023. Upon a motion made by Trustee Hazellett and seconded by Trustee Huggins, the consent agenda was approved.

**Equity, Diversity and Inclusion (Joint Task Force):**

- A. Racial Equity Task Force (Distributed in Advance)

**Library Director's Report**

Written report provided in advance.

**Staff Report**

Administrative Services Report (Distributed in Advance).

**Board Reports**

- A. Development Committee
- B. Endowment Investment Committee
- C. Executive Committee
- D. Management & Policy Committee

- E. Board Development Committee
- F. Facilities Committee
- G. Transition Team/Interim Team/Search Team

**Unfinished Business**

- A. State Per Capita Grant Checklist (ACTION). Upon motion made by Trustee Shurbet seconded by Trustee Shea, to approve the state per capita checklist.

**New Business**

- A. Approval of revised Re-evaluation of Library Material Policy (DISCUSSION & ACTION). Upon motion made by Trustee Wallen seconded by Trustee Hazelett, to approve the revised Library Material Policy.
- B. Library Bylaws revision (DISCUSSION).

**Executive Session**

Motion to move into Executive Session was made by Trustee Fulce, seconded by Trustee Wallen to approve closed meeting minutes.

Upon motion made by Trustee Wallen seconded Trustee Huggins, to amend the June 21, 2023 and July 19, 2023 Minutes to include Arikpo Dada as being present.

Upon motion made by Trustee Huggins seconded Trustee Shea, to approve to keep the minutes of the last six months of executive sessions as closed sessions.

The motion to end the Executive Session was made by Trustee Hazelett seconded by Trustee Huggins, and approved by roll call vote. The meeting was adjourned at 8:18 p.m.

**Adjournment**

The motion to adjourn was made by Trustee Wallen and seconded by Trustee Soto and approved by voice vote. The meeting adjourned at 8:19 p.m.

**Submitted by:** Terry Soto