



**MEETING MINUTES  
EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES  
Wednesday, October 21, 2020  
Meeting of the Board  
6:30 PM**

**Members Present:** Tracy Fulce, Adam Goodman, Rachel Hayman, Ruth Hays, Denia Hester, Shawn Iles, Margaret Lurie, Vaishali Patel, Benjamin Schapiro and Terry Soto

**Members Absent:** None

**Staff Present:** Karen Danczak Lyons, Teri Campbell, John Devaney, Tim Longo, Jose Maldonado, and Heather Norborg

**Presiding Member:** Shawn Iles, President

**Call to order/Declaration of Quorum:** President Iles called the meeting to order when a quorum of Trustees was established at **6:31 p.m.**

**Citizen Comment:** None

**Consent Agenda:**

**A. Approval of the Bills and Payroll and Minutes of the September 19, 2020 Board Meeting**

Upon motion made by Trustee Lurie and seconded by Trustee Schapiro, the consent agenda was approved by unanimous roll call vote.

**Information/Communications: *Together, We are the Library***

**A. Proclamation**

Vaishali Patel was acknowledged for her service as a member of the Board of Trustees from 2012 to 2020.

**B. Oath of Office**

Tracy Fulce was sworn in as a new member of the Board of Trustees.

**Public Hearing on the Fiscal Year 2021 Budget:**

By unanimous roll call vote, the public hearing was opened and then closed with no participants.

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

Assistant Director Campbell noted the realization of EDI Committee efforts to present racial equity training at the next full day to cover Unpacking Whiteness, featuring a keynote address from Dr. Kwesi Cornell Logan on dismantling white supremacy, what this means and how the organization will apply that knowledge to our work. She welcomed the attendance and participation of Trustees. The Racial Equity Task Force questions and advises EPL on how services and resources are directed/prioritized our or those who need it most. The task force invited Laura Antolin to share the engagement work she leads with families targeting our youngest patrons. The task force also talked through non-traditional library services (Evanston

Care Network, employment kits, virtual programming). Trustee Fulce will replace Trustee Hayman as a liaison to the RETF.

**Library Director's Report:**

Director Danczak Lyons reiterated two highlights from her report. First, she continues conversation with Family Focus and CCS (who are voting to merge) to restate our interest in having a permanent presence at the future Foster Center, and invite the leadership to Robert Crown Library branch to see our most recent version of co-location. She also previewed the two new Family Engagement Coordinator positions that will be filled prior to the next meeting.

**Staff Report:**

**A. Administrative Services Report**

Assistant Director Campbell welcomed Erin Meisner to the Development team and Wills Bernadel to Facilities/Security. Property tax collection has reached 91% of budget verses 99% at this time last year. Expenditures are closely monitored however savings from furlough, attrition and the hiring freeze will plug the gap. EPL will vacate the north and south branches on time as planned. Preparations to complete capital maintenance and repair have begun.

**Board Report/Development:**

State Per Capita Grant Requirements - The State of Illinois has not published the requirements for the next round of Per Capita grants; applications have historically been due in mid-January.

Trustee Hayman shared information regarding a free upcoming webinar Libraries Evolving Role as Critical Community Hubs from the Center for Digital Education. Trustee Goodman shared information regarding regular online training hosted by the Harwood Institute.

Trustee Lurie invites all Trustees to the upcoming Development Committee virtual meeting to begin work on the Reimagine EPL fundraising campaign.

**Unfinished Business:**

**A. Discussion of FY2021 Proposed Budget**

Director Lyons provided updated information relating to proposed adjustments to the budget to include planning for a Book and Technology Mobile, sponsoring community Zoom rooms and piloting a local transportation service to help residents reach the libraries.

**B. Approval of 2021 Proposed Library Expenditure Budget**

The motion to approve the 2021 Library Expenditure budget was made by Trustee Schapiro, seconded by Trustee Hays and approved 8-0-1 (Trustee Fulce abstained).

**C. Preliminary Tax Levy Estimate**

The proposed corporate and special purpose property taxes to be levied for tax year 2020 (fiscal year 2021) equals \$7,734,243 (net levy) which represents a .03% increase over the previous year. The proceeds will constitute 83.4% of projected revenue for 2021.

**New Business:** No new business was discussed.

The motion to move into Executive Session was made by President Iles, seconded by Trustee Goodman, and approved by roll call vote.

**Executive Session:**

**Closed Session** – Personnel (Library Director Evaluation and Contract)

The motion to end the Executive Session was made by Trustee Schapiro, seconded by Trustee Lurie, and approved by roll call vote.

Trustee Schapiro moved, and Trustee Hays seconded the motion to approve the salary issue decided in the Executive Session. The roll call vote was unanimous.

**Adjournment:**

The motion to adjourn was made by Trustee Fulce and seconded by Trustee Hayman and approved by roll call vote. Meeting adjourned at 8:17 p.m.

**Submitted by:** Terry Soto / Teri Campbell