



**Evanston Public Library Board of Trustees  
MEETING MINUTES**

Wednesday, February 19, 2025 at 6:30 PM  
Main Library, Community Meeting Room, and remote

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**Members Present**

Samia Amamoo (virtual), Arikpo Dada, Tracy Fulce, Cate Huggins, Michelle Mills (virtual), Meghan Shea, Terry Soto, 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 6:31 p.m.

**Land Acknowledgement**

Read by Trustee Soto

**Citizen Comment**

None

**Consent Agenda**

- A. Approval of Finance Committee Meeting Minutes January 14, 2025, and February 11, 2025.
- B. Approval of Facilities Committee Meeting Minutes February 11, 2025
- C. Approval of Management Committee Meeting Minutes January 15, 2025
- D. Approval of Regular Board Meeting Minutes January 15, 2025
- E. Approval of Bills and Payroll

Motion: Trustee Wallen moved, seconded by Trustee Huggins, to amend the consent agenda—all Nays.

Motion: Trustee Huggins moved, seconded by Trustee Mills, to approve the consent agenda.

Roll call vote taken Trustee Amamoo, Trustee Dada, Trustee Fulce, Trustee Huggins, 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)
- B. Facilities Report
- C. Report on Aurora Public Library Separation
- D. Final 2024 Budget Close-Out Totals by Sameer Notta
- E. Follow-Up to 2024 Year-End Presentation by Wynn Shawver
- F. Weekend Hours Analysis by Heather Norborg

### **Board Reports**

- A. President's Report
- B. Finance Committee
- C. Management Committee
- D. Facilities Committee
- E. DEIB Committee

### **Unfinished Business**

None

### **New Business**

- A. Approval of Illinois Public Library Annual Report (IPLAR) application (Action).  
Motion: Moved by Trustee Shea, seconded by Trustee Soto, to approve Illinois Public Library Annual Report (IPLAR) application.

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

*Amamoo left the meeting at 8:04 pm.*

- B. Approval of Transfer from the Operating Reserve to the Capital Reserve (Action).  
Motion: Moved by Trustee Soto, seconded by Trustee Mills, to approve the transfer from Operating Reserve to Capital Reserve

Roll call vote taken Trustee Dada, Trustee Fulce, Trustee Huggins, 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 Wallen, to go into executive session for personnel matters at 8:25 pm.

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

Motion: Moved by Trustee Fulce, seconded by Trustee Soto, to approve the compensation for the Executive Director.



Motion: Trustee Huggins, seconded by Trustee Shea, moved to adjourn the executive meeting at 9:06 pm.

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

**Adjournment**

MOTION: Moved by Trustee Huggins and seconded by Trustee Shea to adjourn. A voice vote was taken—all ayes. No nays. Motion carried. The meeting adjourned at 9:06 pm.

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

**Submitted by**

Esther Wallen, Secretary  
Evanston Public Library Board of Trustees