



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

Wednesday, August 20, 2025, at 6:30 PM
Main Library, Community Meeting Room, and Remote

Members Present

Samia Amamoo, Arikpo Dada, Tracy Fulce, Catie Huggins, Jean Keleher, Michelle Mills, Meghan Shea, and Esther Wallen.

Members Absent

Victoria Shire

Staff Present

Susan Markwell, Heather Norborg, Sameer Notta, Ellen Riggsbee, Wynn Shawver, 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 6:30 p.m.

Land Acknowledgement

Read by Catie Huggins

Amended Agenda Item

Motion: Trustee Mills moved, seconded by Trustee Amamoo, that public comment during Citizen Comment be limited to five (5) minutes per individual.

Motion: Trustee Dada moved, seconded by Trustee Mills, to add "Board Retreat" as Item B under Old Business on the agenda

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

Citizen Comment

Claire Kelly, Emily Guthrie, Eileen O'Neil, and Lorena Neal

A petition signed by AFSCME members was submitted (see [attachment](#))

Consent Agenda

- A. Approval of Management Committee Meeting Minutes July 16, 2025
- B. Approval of Regular Board Meeting Minutes July 16, 2025
- C. Approval of DEIB Advisory Committee Minutes August 12, 2025
- D. Approval of Special Board Meeting Minutes August 6, 2025
- E. Approval of Finance Committee Meeting Minutes August 14, 2025

- F. Approval of Bills and Payroll
Motion: Trustee Wallen moved, seconded by Trustee Mills, to approve the consent agenda.

Roll call vote taken: Trustee Amamoo, Trustee Dada, Trustee Fulce, Trustee Huggins, Trustee Keleher, Trustee Mills, Trustee Shea, 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 (Distributed in Advance)
- C. Monthly Development Report (Distributed in Advance)
- D. Lifelong Learning Team Update ([Presentation](#))
- E. Q2 Strategic Plan Update ([Presentation](#))

Board Reports

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

Old Business

- A. Approval of the Fund Balance and Reserve Policy
Motion: Trustee Shea moved, seconded by Trustee Dada, to approve the Fund Balance and Reserve Policy.
- B. Amend Agenda Item 8b from Board Retreat to Board Policies.
Motion: Trustee Dada moved, seconded by Trustee Huggins, to amend 8b from board retreat to board policies.

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

New Business

- A. New board members' committee assignments for 2025-2026.
Facilities Committee: Victoria Shire:
Management Committee: Jean Keleher
- B. Committee Oversight of IGA_MOU and Lease with City 080125.
Motion: Trustee Huggins moved, seconded by Trustee Keleher, to adopt the IGAMOU and Lease with the City (080125).

Roll call vote taken: Trustee Amamoo, Trustee Dada, Trustee Fulce, Trustee Huggins, Trustee Keleher, Trustee Mills, Trustee Shea, 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 at 8:10 pm.

Motion: Moved by Trustee Fulce, seconded by Trustee Shea, to add agenda item B to the executive session meeting with the City.

Motion: Moved by Trustee Huggins, seconded by Trustee Mills, to approve the executive meeting minutes.

Motion: Trustee Mills, seconded by Trustee Dada, moved to adjourn the executive meeting at 8:58 pm.

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

Adjournment

MOTION: Moved by Trustee Huggins and seconded by Trustee Fulce to adjourn. A voice vote was taken—all ayes. No nays. Motion carried. The meeting adjourned at 9:00 pm.

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

Submitted by

Catie Huggins, Secretary
Evanston Public Library Board of Trustees