



COMMUNICATION SUB-COMMITTEE MEETING

Tuesday, November 25, 2025, at 5:30 PM
Main Library, Library Board Room, and remote
Zoom Link: <https://us06web.zoom.us/j/82612178854>

Members of the public are invited to provide comments in person during the Public Comment portion of the meeting or by submitting written comments in advance via the following link: <https://forms.gle/16fGTFeqEFR6tmro8>
Written comments will be attached to the Board minutes and distributed to Trustees.

MEETING AGENDA

1. CALL TO ORDER / DECLARATION OF QUORUM

2. LAND ACKNOWLEDGMENT

3. CITIZEN COMMENT

Not to exceed 45 minutes

4. OLD BUSINESS

A. Communications Sub-Committee Charter

5. NEW BUSINESS

A. Project Plan Development

B. EPL Crisis Communications Proposal

C. Listening Session with Union (Possible framework below)

D. Inter-Committee Communications

6. ADJOURNMENT

Next Meeting: Thursday, Dec 18, 2025 at 5:30 pm via Zoom and hybrid

The City of Evanston and the Evanston Public Library are committed to ensuring accessibility for all citizens. If an accommodation is needed to participate in this meeting, please contact the Library at 847-448-8650 or TDD/TTY number 847-866-5095 at least 48 hours in advance of the meeting so that arrangements can be made for the accommodation if possible.



5. C. Listening Session with union- possible framework

Evanston Public Library Trustee–Union Listening Session Agenda

Purpose: To hear concerns and ideas from union representatives in a non-negotiating, informational setting. The meeting will be headed by the board's Communications committee.

1. Welcome and Purpose (5 minutes)

- Introduce trustees and union representatives.
- State the purpose: *"This is an opportunity for trustees to listen and understand staff perspectives. We will not discuss or negotiate contract terms."*
- Emphasize compliance with Open Meetings and labor laws.

2. Ground Rules (5 minutes)

- Listening only; no commitments or promises.
- Respectful dialogue.
- Time limits for each speaker.
- Notes will be shared with the full board and administration.

3. Union Representatives' Input (30 minutes)

- Invite representatives to share:
 - General workplace concerns.
 - Ideas for improving library services and staff experience.
 - Questions about board policies (not contract terms).

4. Trustee Questions for Clarification (15 minutes)

- Trustees may ask clarifying questions (not bargaining-related).
- Avoid discussing wages, hours, or working conditions covered by the contract.

5. Next Steps (5 minutes)

- Summarize key themes heard.
- Explain how input will be considered in policy discussions.
- Thank participants.

6. Adjourn