



## **Evanston Public Library Board of Trustees**

### **MEETING MINUTES**

**Wednesday, October 15, 2025, at 6:30 PM  
Main Library, Community Meeting Room, and Remote**

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#### **Members Present**

Samia Amamoo, Tracy Fulce, Catie Huggins, Jean Keleher, Michelle Mills, Meghan Shea, Victoria Shire, and Esther Wallen; Arikpo Dada arrived at 7:29 p.m.

#### **Members Absent**

None

#### **Staff Present**

Carlos Hernandez, Ellen Riggsbee, Heather Norborg, Sameer Notta, 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

#### **Citizen Comment**

Lorena Neal

#### **New Business #1**

##### **A. Approval of the Board Bylaws Revisions(Action)**

Motion: Trustee Mills moved, seconded by Trustee Huggins, to approve the Board Bylaws Revisions.

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

##### **B. Approval of the Elimination of One Safety Monitor Position (Action)**

Motion: Trustee Mills moved, seconded by Trustee Shea, to approve the elimination of one safety monitor position.

Roll call vote taken: Trustee Amamoo, Trustee Fulce, Trustee Huggins, Trustee Keleher, Trustee Mills, Trustee Shea, and Trustee Shire voted aye. Trustee Wallen voted nay.  
Motion carried.

C. Approval of Engagement with Robbins Schwartz (Action)

Motion: Trustee Huggins moved, seconded by Trustee Mills, to approve the engagement agreement with Robbins Schwartz.

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

**Executive Session**

Motion: Trustee Fulce moved, seconded by Trustee Shea, to go into executive session for legal matters.

Motion: Trustee Mills, seconded by Trustee Wallen, moved to adjourn the executive meeting at 7:29 pm.

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

**Consent Agenda**

- A. Approval of Management Committee Meeting Minutes September 17, 2025
- B. Approval of Regular Board Meeting Minutes September 17, 2025
- C. Approval of DEIB Committee Meeting Minutes, October 9, 2025
- D. Approval of Finance Committee Meeting Minutes October 9, 2025
- E. Approval of the Consent Agenda, which includes Minutes, Bills, and Payroll, the 2026 Board Meeting Schedule, and the 2026 Library Closings Schedule.

Motion: Trustee Shea moved, seconded by Trustee Wallen, to approve the consent agenda.

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

**Truth in Taxation Hearing**

No citizens addressed the Board during the Truth and Taxation hearing.

**Library Director's Report**

(Distributed in Advance)

**Staff Report**

- A. Administrative Services Report (Distributed in Advance)
- B. Facilities Report (Distributed in Advance)
- C. Quarterly and Monthly Development Report (Distributed in Advance)

**Board Reports**

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



**Old Business**

- A. Presentation by James Rachlin: Cost Analysis

**New Business #2**

- A. Accept and File the COOP and Crisis Communication Plan  
Motion: Trustee Mills moved, seconded by Trustee Shea, to accept and file the COOP and Crisis Communication Plan with a modification to its scope.

- B. Approval of the PEPL MOU  
Motion: Trustee Mills moved, seconded by Trustee Shea, to approve the PEPL MOU.

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

**Executive Session**

Motion: Trustee Fulce moved, seconded by Trustee Shea, to go into executive session for legal matters.

Motion: Trustee Mills, seconded by Trustee Shire, moved to adjourn the executive meeting at 9:38 pm.

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

**Adjournment**

MOTION: Moved by Trustee Shea and seconded by Trustee Mills to adjourn. A voice vote was taken—all ayes. No nays. Motion carried. The meeting adjourned at 9:38 pm.

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

**Submitted by**

Catie Huggins, Secretary  
Evanston Public Library Board of Trustees