



BOARD OF TRUSTEES

DEIB ADVISORY COMMITTEE MEETING PACKET

Tuesday, December 09, 2025, at 6:30 PM
Main Library, Falcon Room



DEIB ADVISORY COMMITTEE MEETING

**Tuesday, December 9, 2025, at 6:30 PM
Main Library, Falcon Room**

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/16fGTFeqEER6tmro8>
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. STAFF REPORTS

Communications Overview by Ellen Riggsbee

5. NEW BUSINESS

- a. Library Updates
- b. DEIB Plan and Strategic Plan Review (Discussion)
- c. Affinity Groups (Discussion)
- d. Meeting Cadence (Discussion & Action)

6. ADJOURNMENT

Next Meeting: February 10, 2026, at 6:30 pm

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.

2024-26



Diversity, Equity, Inclusion & Belonging Plan



Background

Values

Priority
Populations

Strategic Themes



Exploration &
Access

Place & Space

Organizational
Health

Background

In 2018 Evanston Public Library (EPL) contracted with DeEtta Jones and Associates to conduct an Equity, Diversity, and Inclusion (EDI) Needs Assessment. The Assessment included reviewing Evanston's history of racism, community conversations, recommendations for improving community access, engagement, spaces, and places, and the organizational culture and health viewed through an equity lens.

EDI Needs Assessment Recommendations and Where We Are Today

| Recommendation | Current Status |
|--|--|
| 1. Issue a statement that explicitly recognizes historic racism in Evanston and commits the Library to social justice. | Evanston Public Library's Commitment to Racial Equity was issued in 2020. |
| 2. Invest in cultural competence development for EPL leadership and staff. | Staff EDI Training began in 2019 and continues annually on an ongoing basis. |
| 3. Develop a talent management plan that identifies goals for hiring, developing, and promoting people of color. | Ongoing |

| | |
|--|---|
| 4. Create a group focused on equity and race composed of Library staff and community members. | The Racial Equity Task Force was created in 2018. |
| 5. Create and use metrics to assess and adjust efforts in support of the Library's EDI values. | The EPL Data Dashboard was created in 2021 but does not specifically track EDI. |
| 6. Create an innovative approach to space and services in Fifth Ward. | Ongoing |
| 7. Expand book collections that reflect the needs and interests of the Black and Latinx communities. | EPL utilizes Collection HQ to analyze its collections, and two diversity audits have been completed around adult fiction and science fiction. Ongoing work continues to upgrade system data accuracy and create a written plan for allocating resource funding. |
| 8. Continue supporting culture-specific engagement specialists. | The Library added two Family Engagement Coordinator positions specific to the Crown branch in October/November 2020. A Teen Engagement Librarian was added at the Main Library. |
| 9. Shift the focus of communications from the multitude of programs and services to engagement. | EPL created a series of videos promoting services to the Black and Latinx communities in 2020. |

| | |
|--|--|
| 10. Embed EDI into the Library's ongoing communication strategy. | Strategic messaging continues to focus on equitable access to literacy and resources available to all through partnerships with EvanSTEM and District 65 |
| 11. Work with other City agencies to advance Library and City EDI goals. | Ongoing |

The formation of the Racial Equity Task Force aimed to reconcile varying perspectives on implementing equity within library operations and align solutions with community aspirations. While progress was made over the past five years, multiple factors, including the global pandemic contributed to the slow development of a plan. In the years since the DeEtta Jones report was completed, Evanston has experienced changes in its racial equity conversations to account for health inequities during the COVID-19 pandemic, the 2019 establishment of the Evanston Reparations Fund, the 2020 Black Lives Matters protests marching down Central Street and Sheridan Road, and the beginning of the Stop Asian Hate movement.



In 2023, 407 residents in the Fifth Ward were issued library cards, the greatest gains by percentage in any ward.

SEP

This Action Plan was created to outline specific actions to achieve over the next three years, fostering ongoing institutional change in equity and inclusion.



The Action Plan guides the development of the library's forthcoming Strategic Plan, structured around three focal areas: exploration and access, space and place, and organizational culture and health. Under the guidance of the Racial Equity Task Force, composed of community members and overseen by the Library Board of Trustees, the Action Plan remains flexible as a living document, open to evolution and updates as needed and endeavors to create an environment where all residents feel represented and welcome within the library's spaces.



The Robert Crown Branch, co-located in the Robert Crown Community Center offers Evanston's west side residents access to programs and materials in walking distance.

Introduction

The Evanston Public Library strives to be a vibrant heart of our diverse community. Our mission is to foster the growth of independent, self-confident, and literate patrons, ensuring equitable access to a wealth of cultural, intellectual, technological, and informational resources. As we embark on this journey, we recognize and acknowledge past injustices for all minoritized groups. We are committed to evolving alongside our community, guided by five core values critical to our mission.



Our Pride Month programming celebrates the LGBTQIA+ community for all ages.

Values: What We Believe In

Inclusivity & Belonging



We embrace diversity and strive to create an inclusive environment where everyone brings their authentic self and feels seen, welcome and valued.

Lifelong Exploration



We promote a culture of continuous learning and intellectual curiosity, supporting individuals of all ages in their pursuit of knowledge and personal growth.

Equitable Access



We are committed to allocating resources and providing equitable access to information, technology and programs, regardless of background or ability.

Community Wellbeing



We actively engage with our community and recognize our role as a catalyst for positive interaction contributing to the well-being, resiliency and vitality of our community through advocacy, outreach, and service.

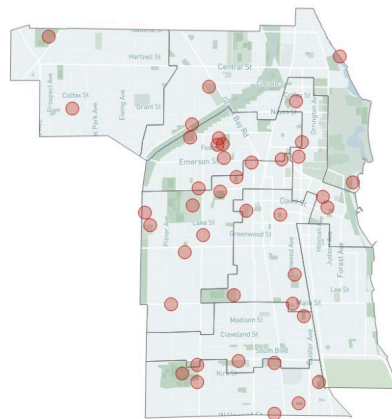
Sustainability



We are committed to fiscal and environmental sustainability and responsible stewardship of resources, incorporating eco-friendly practices and initiatives into our operations and facilities.

Priority Populations

Evanston's demographic landscape is diverse, with residents identifying as Black, Indigenous, Asian, Pacific Islander, Latinx, Middle Eastern, North African, and other People of Color. According to the U.S. Census, 37.3% of the population identifies as coming from diverse backgrounds. Specifically, 16.5% identify as Black, 11.3% as Hispanic or Latino, 9.2% as Asian, and 8.7% identify as belonging to two or more racial groups (U.S. Census Bureau, 2023).



Programs intentionally stretch into as many wards as possible annually.

Individuals who are from our priority populations have faced historical legacies of racialized oppression, which negatively impacts health, access to education, economic opportunity, and professional/personal life. Evanston Public Library prioritizes supporting all marginalized community members and recognizing all individuals' diverse identities and needs. We acknowledge the overlapping priorities among groups. Evanston Public Library aspires to be a safe haven for historically marginalized people. We believe that those who walk through the world with intersecting identities deserve to come to the library with all parts of themselves seen, welcomed and valued. To this end, we commit to implementing comprehensive strategies that address the unique needs of all marginalized groups, including older adults, individuals with disabilities, immigrants and refugees, the unhoused, vulnerable youth, and LGBTQIA+.



Evanston is also home to prominent Indigenous organizations like the Mitchell Museum and Northwestern University's Center for Native American and Indigenous Research (CNAIR).

Strategic Themes: What We Will Do

Exploration & Access



Evanston Public Library acknowledges and addresses historical disparities in access to information, technology, and other resources, aiming to create an inclusive and welcoming environment where everyone can benefit from the library's offerings. We commit to ensuring all community members have fair and inclusive opportunities to engage with library services and resources regardless of background or circumstances. We proactively reach out to underserved populations, remove barriers to access, and tailor programs and services to effectively meet diverse needs.



Exploration and Access focuses on services to individuals from birth through adulthood, including collections, programming, community outreach, cultural inclusivity initiatives, marketing, reference and research assistance, as well as technology access to ensure digital inclusion.

Strategic Objectives

1. Ensure inclusivity and community engagement by incorporating diverse experiences into our programs, services, and interactions to welcome and serve all community members effectively.
2. Develop a curated collection of materials that serves as both a mirror, reflecting our community's diverse experiences, and a window, offering valuable insight into experiences beyond our own, thereby fostering inclusivity and understanding.

3. Broaden the library's marketing efforts and enhance public awareness of the extensive resources and services available, maximizing community engagement and utilization.
4. Utilize current and emerging technologies to dismantle barriers, enabling seamless exploration and enhancing accessibility to the public.
5. Revitalize service delivery models and expand the library's dedication to reaching individuals where they are, ensuring accessibility and relevance across diverse communities.

2024 Actions

1. Establish a Library Board of Trustees appointed Diversity, Equity, Inclusion, and Belonging Committee.
2. Conduct a thorough assessment of the current collection to identify gaps in representation and diversity.
3. Establish a channel for acquiring diverse materials, including books, digital resources, films, and other media, that reflect the experiences of the community.
4. Launch initiatives to remove physical barriers to access within library facilities, such as improving signage, updating building layouts, and ensuring accessibility for individuals with disabilities.
 - i. Collaborate with the City of Evanston to advance ADA Accessibility.
 - ii. Ensure ADA compliance on all promotional and marketing materials.
5. Implement professional training programs for library staff to increase awareness and understanding of diversity and inclusion issues, and implicit bias ensuring they can effectively curate and promote the collection, and library programs and services.
6. Review and revise all policies through an equity lens.
 - i. Establish an internal staff policy review team to work with the Diversity, Equity, Inclusion, and Belonging Committee on policy review before taking to the Management Committee.
 - ii. Develop a policy review schedule with regular review dates.
7. Issue a comprehensive marketing plan highlighting essential library resources and services through various channels such as social media, email newsletters, community events, and local partnerships.
8. Create branded, visually appealing promotional materials showcasing the library's offerings, including flyers, posters, digital signage, and presentations.
9. Add [Find More Illinois](#) access to the library catalog offerings.
10. Expand free printing and copying to all library customers at both locations.

11. Determine feedback mechanisms and establish performance metrics to gather input from community members on their experiences with library programs, services, and interactions.
12. Evaluate the effectiveness of initiatives implemented in previous years through data analysis, community feedback, and performance metrics.

2025 Actions

1. Optimize the EPL website and catalog to simplify navigation and ensure ease of use, facilitating access to the internet and other technological resources.
2. Explore Radio Frequency Identification Technology (RFID) migration and associated technology for ease of patron checkout and return of materials.
3. Launch community outreach initiatives to promote awareness of the curated collection and encourage community members to explore and engage with diverse materials.
4. Utilize targeted advertising campaigns to reach specific demographics within the community who may benefit from particular library services or resources.
5. Implement feedback mechanisms and data collection to gather insights from the community about their awareness of library resources and services, allowing for continuous improvement and refinement of marketing strategies.
6. Regularly evaluate the effectiveness of marketing efforts through metrics such as website traffic, event attendance, and community engagement levels, adjusting strategies as needed to maximize impact.
7. Train library staff to serve as ambassadors for promoting library resources and services, empowering them with knowledge and tools to communicate the library's value to the community effectively.

2026 Actions

1. Expand programming efforts to incorporate diverse perspectives and experiences, including author talks, cultural events, workshops, and discussion groups.
2. Develop partnerships with local schools, colleges, and community organizations to integrate diverse materials and programming into educational initiatives.
3. Evaluate the effectiveness of initiatives implemented in previous years through data analysis, community feedback, and performance metrics.

4. Continuously assess and update technology access initiatives to ensure digital inclusion for all community members, including evaluating the effectiveness of training programs and technology resources.



Our annual Best Books for Kids list includes a diversity of authors and subjects to engage children with stories that reflect their lived experiences.

Place & Space



Evanston Public Library designs welcoming and inclusive environments to foster learning, community engagement, and social interaction, reflecting and honoring neighborhood needs. A deliberate, strategic effort will focus on space for services in traditionally underserved neighborhoods.



Place and Space includes custodial services and facilities maintenance, community outreach and engagement, safety and security measures, makerspaces, cultural connection and community meeting rooms and spaces, youth and children's areas, emphasizing customer service excellence.

Strategic Objectives

1. Implement strategies to create welcoming and inclusive environments across all library spaces, prioritizing the needs and preferences of diverse community members.
2. Prioritize traditionally underserved neighborhoods for the expansion of library services and facilities, ensuring equitable access to resources and programs for all residents.
3. Enhance custodial services and facilities maintenance protocols to ensure library spaces' cleanliness, safety, and functionality, providing a conducive environment for learning and community engagement.
4. Strengthen community outreach and engagement efforts to solicit feedback and input from residents in underserved neighborhoods, fostering collaboration and co-design of library services and programs.
5. Develop culturally relevant spaces, programming and events that celebrate diversity and promote cultural connection within the community, facilitating social interaction and mutual understanding.
6. Establish a trauma-informed and culturally responsive customer service model that aligns with community needs, prioritizing the well-being of both patrons and staff members.

2024 Actions

1. Develop a Master Facilities Plan to create welcoming and inclusive environments, begin planning for renovations or collaborations in existing library facilities, and explore the potential for future branch operations.
2. Complete a memorandum of understanding between the Evanston Public Library and the City of Evanston.
3. Establish a contract management system for greater financial accountability.
4. Forge collaborative partnerships with priority population partners to establish dedicated spaces within the main library, facilitating the inclusion and representation of historically marginalized voices in library programming, collections, and outreach initiatives.
5. Provide comprehensive professional training sessions for library staff to develop their understanding of trauma-informed care and cultural responsiveness, emphasizing the importance of self-care and wellness practices to support patrons and themselves.

2025 Actions

1. Conduct a comprehensive needs assessment to identify underserved neighborhoods and their specific needs regarding library services and facilities.
2. Develop outreach programs to engage residents in underserved neighborhoods and gather feedback on desired services and amenities.
3. Begin renovations and explore space-sharing opportunities in underserved neighborhoods, ensuring that the design reflects the needs and preferences of the community.
4. Launch new programs and services tailored to the identified needs of residents in these neighborhoods, such as culturally relevant programming, community workshops, and outreach events.
5. Implement training programs for staff members to enhance their skills in customer service excellence and cultural competency, ensuring that all visitors feel welcomed and respected.
6. Collaborate with local organizations and community leaders to promote the newly expanded library spaces and services, fostering greater community engagement and participation.

2026 Actions

1. Evaluate the impact of the redesigned library spaces and expanded services through surveys, focus groups, and data analysis to measure community satisfaction and usage.
2. Adjust programs, services, and facility designs based on feedback from community members and staff observations.
3. Continue to prioritize maintenance and custodial services to ensure that the library spaces remain clean, safe, and inviting for all visitors.
4. Explore opportunities for further expansion or enhancement of services in underserved neighborhoods based on ongoing community needs assessments and feedback.
5. Implement regular feedback mechanisms, such as surveys or focus groups, to gather input from community members on their experiences with library services, ensuring that the customer service model remains responsive to evolving community needs and priorities.
6. Develop a culturally responsive model for supporting employees, enabling the library to establish systems that nurture individual and community well-being.



Our outreach events at Temperance Beer Co. are a popular entry point for new patrons to engage with us outside of the library and learn more about our offerings.

Organizational Culture & Health



Evanston Public Library commits to cultivating an internal environment that places equity at the forefront for both employees and the communities we serve. This involves fostering a culture of trust and accountability, reinforcing our role as a responsible steward of taxpayer funds, and upholding our standing as a trusted institution within the community.



Organizational Culture and Health includes focus on diversity, equity, inclusion, data management and program evaluation, budgeting and financial management, strategic planning and organizational management, information technology, human resources and recruitment, learning and professional development, environmental sustainability, and resource development and partnerships.

Strategic Objectives

1. Foster a culture of diversity, equity, and inclusion within the library, promoting trust, accountability, and mutual respect among employees and the community.
2. Strengthen transparency and accountability in budgeting and financial management practices, ensuring responsible use of taxpayer funds and alignment with equity principles.
3. Implement robust data management and program evaluation processes to collect and analyze data on equity-related outcomes, guiding strategic planning and organizational management efforts.
4. Develop a plan to nurture employees throughout their entire lifecycle within the organization by building their capacity to deliver on the library's mission effectively and providing opportunities for career exploration and advancement.
5. Invest in learning and professional development opportunities for employees to enhance their understanding of equity issues, build capacity for implementing equitable practices across all library functions.

6. Embed trauma-informed care and self-care practices as integral components of Evanston Public Library's organizational culture. This will enhance staff well-being, resilience, and professional growth while aligning with the library's commitment to equity, inclusion, and community service.
7. Align financial and operational resources with strategic priorities to ensure the organization's long-term sustainability while supporting climate initiatives and promoting equitable resource distribution.

2024 Actions

1. Recruit and onboard a finance manager to ensure equitable distribution of resources in alignment with the equity action and strategic plans while providing ongoing training and support to promote financial equity within the organization.
2. Recruit and onboard a safety manager to provide mentorship and training for safety monitors and ensure a safe environment for staff and patrons, promoting equity in safety practices and procedures.
3. Onboard a social worker, supported by community partners, to provide vital services directly within library facilities, addressing diverse patron needs and promoting equity by connecting them with necessary resources and support networks.
4. Conduct a comprehensive review of the current organizational structure to identify opportunities for improvement. Redesign the organizational chart, streamlining processes, clarifying roles and responsibilities, and enhancing efficiency and effectiveness.
5. Conduct comprehensive assessments of current technology systems and infrastructure to identify any disparities or barriers to access for patrons and staff.
6. Review and revise job descriptions to ensure equity for all applicants.
7. Expand recruitment channels to reach a diverse pool of candidates, including targeted outreach to underrepresented communities.
8. Conduct a comprehensive needs assessment among staff to identify current awareness and understanding of trauma-informed care and self-care practices. Use the findings to design tailored training programs and resources.
9. Begin providing comprehensive professional training sessions for all library staff to enhance their understanding of diversity, equity, and inclusion principles, fostering a culture of mutual respect and understanding.

2025 Actions

1. Develop and implement a comprehensive onboarding and offboarding program to support staff members throughout their tenure with the organization.
 - i. Ensure new hires receive thorough orientation and training to integrate effectively into their roles and the organizational culture.
 - ii. Establish a plan for departing staff to receive support and resources to transition smoothly out of their positions, including exit interviews to gather feedback and insights for continual improvement.
2. Implement a facilities training program to hire, mentor, and train the facilities team, ensuring the effective maintenance and operation of library facilities while promoting equity in facility management succession practices.
3. Collaborate with the union to create growth opportunities for staff members seeking experience for their next promotion, providing mentorship, training, and advancement pathways to promote equity in career development opportunities.
4. Develop and implement a comprehensive succession planning program to hire, train, and mentor staff members, ensuring readiness for future leadership roles and promoting equity in advancement opportunities.
5. Establish a sustainability plan in alignment with the City of Evanston's Climate Action and Resilience Plan.
6. Develop and implement robust data management systems to collect and analyze demographic and outcome data related to equity initiatives, informing strategic planning and organizational management efforts.
7. Implement professional trauma-informed care training sessions for all staff members, focusing on increasing awareness of trauma, its impacts, and strategies for providing empathetic support to patrons. Simultaneously, launch a self-care resource hub, providing access to counseling services, mindfulness exercises, and stress reduction techniques.
8. Continue providing comprehensive professional training sessions for all library staff to enhance their understanding of diversity, equity, and inclusion principles, fostering a culture of mutual respect and understanding.

2026 Actions

1. Establish comprehensive professional training sessions for all library staff to enhance continuing understanding of diversity, equity, and inclusion principles, fostering a culture of mutual respect and understanding.

2. Implement transparent budgeting processes that prioritize equity considerations, ensuring that financial resources are allocated in alignment with the library's commitment to equitable access and service delivery.
3. Organize regular community and staff engagement forums or town hall meetings to solicit feedback from stakeholders on library services and programs, incorporating community input into decision-making processes.
4. Establish a feedback mechanism to evaluate the effectiveness of the trauma-informed care training and self-care resources. Utilize staff surveys and focus groups to gather insights on the program's impact on staff well-being, resilience, and professional growth. Based on feedback, make necessary adjustments and improvements to sustain and enhance the program's effectiveness.
5. Celebrate success and begin work on the 2027 plan while remaining committed to continuous improvement and innovation in service delivery.



Staff Days offer fun opportunities for employees to engage with and learn from each other across departments and are opportunities for additional training.

More information

Learn more about our equity initiatives, drop by for a program, or pick up a good book in person or on our website.

Address: 1703 Orrington Avenue, Evanston, IL

Phone: 847-448-8600

Website: www.epl.org/equity

The Evanston Public Library relies on your generosity to expand our reach in the community. Want to contribute to our work advancing equitable access to Evanston's resources? Visit www.epl.org/donate or scan the QR code.





EVANSTON
PUBLIC
LIBRARY

STRATEGIC PLAN

2025-2027

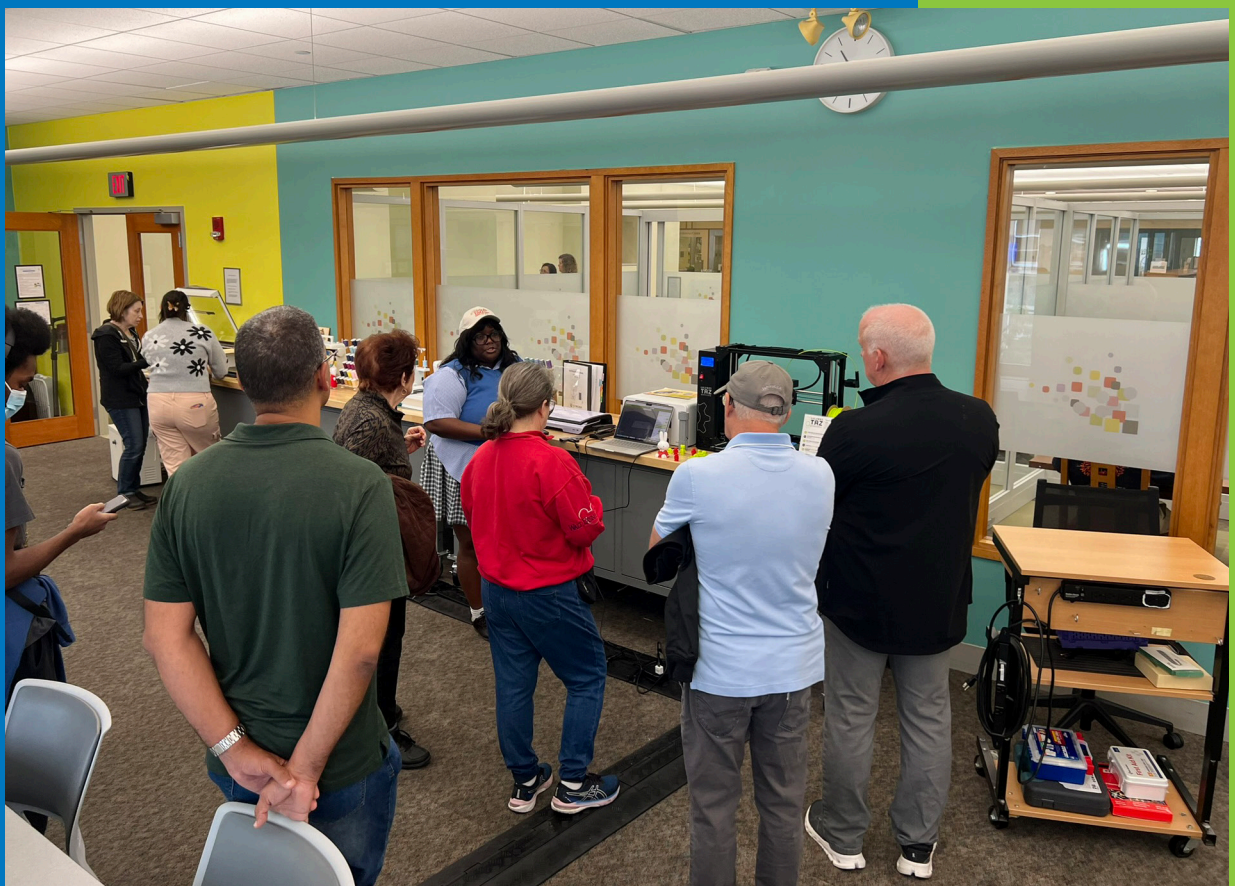
WELCOME

BIENVENIDOS



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Evanston Public Library connects our diverse community through learning, discovery, and shared experiences, providing equitable access to resources, fostering personal growth, and creating inclusive spaces where everyone can belong, learn, and connect.





VISION

To ignite limitless possibilities, inspire bold ideas, and empower every person to build a connected, inclusive community.

CORE VALUES

- **Inclusivity & Belonging:** We are committed to creating spaces where all community members feel welcome, valued, and empowered to share their stories and experiences.
- **Lifelong Learning:** We nurture curiosity and promote continuous personal and professional development through diverse resources, programs, and innovative services.
- **Equitable Access:** We strive to remove barriers and provide fair and equitable access to knowledge, technology, and opportunities, ensuring that all community members can thrive.
- **Community Wellbeing:** We engage with the community to promote social connection, resilience, and mutual support, fostering a healthy, informed, and connected city.
- **Sustainability:** We are dedicated to responsible stewardship of our resources, promoting sustainable practices that protect our environment and contribute to a more resilient community.

EPL: BELONG, LEARN, CONNECT.

Background

The Evanston Public Library's (EPL) Strategic Plan 2025-2027 builds on the momentum of 2022-2024 community engagement efforts, including a 2024 staff survey and community listening sessions with the director that shaped the library's 2024 Diversity, Equity, Inclusion, and Belonging (DEIB) Plan. These sessions highlighted the desire for a library that reflects Evanston's diverse population, provides equitable access to resources, and offers inclusive programming. Key themes included modernizing library spaces, embracing sustainability, and expanding services that foster connection, learning, and feeling like everyone belongs.

This strategic plan outlines EPL's commitment to evolving alongside the community, enhancing its spaces, diversifying its collections, expanding outreach, and ensuring a welcoming and inclusive environment. Through this plan, EPL aims to remain a vital and responsive community hub.

EVANSTON
PUBLIC
LIBRARY
1703 ORRINGTON

Dear Evanston Community,

We are honored to share the Evanston Public Library Strategic Plan for 2025-2027, a vision born from your voices and shaped by our shared aspirations. This plan reflects our deep commitment to fostering a library where everyone belongs, learns, and connects.

At the heart of this journey is a belief that the library is more than a building and more than books—it is a living space where curiosity meets opportunity, diverse stories are shared, and new ideas flourish. Guided by our mission, vision, and values—Inclusivity & Belonging, Lifelong Learning, Equitable Access, Community Wellbeing, and Sustainability—we will build a future that reflects the dynamic spirit of Evanston.

With this plan, we embark on an ambitious path forward. Together, we will create inclusive spaces, empower access to information and resources, and promote lifelong learning for every stage of life. We will deepen our partnerships with the City, cultivate new collaborations, and ensure sustainable practices guide our operations and future growth.

We invite you to be part of this exciting future. Visit the library, explore our digital resources, take a class, or attend one of our many programs across the city. Share your ideas, engage with us, and support the library through giving. You matter here—and together, we will create a stronger, more connected Evanston for all.

Sincerely,



Yolande Wilburn,
Executive Director



Tracy Fulce, President,
Library Board of Trustees

STRATEGIC

Priorities



GROWING
TOGETHER
SUSTAINABLY



BUILDING
INCLUSIVE
SPACES



EMPOWERING
COMMUNITY
ENGAGEMENT

B.E.L.O.N.G.



NURTURING
RELATIONSHIPS &
PARTNERSHIPS

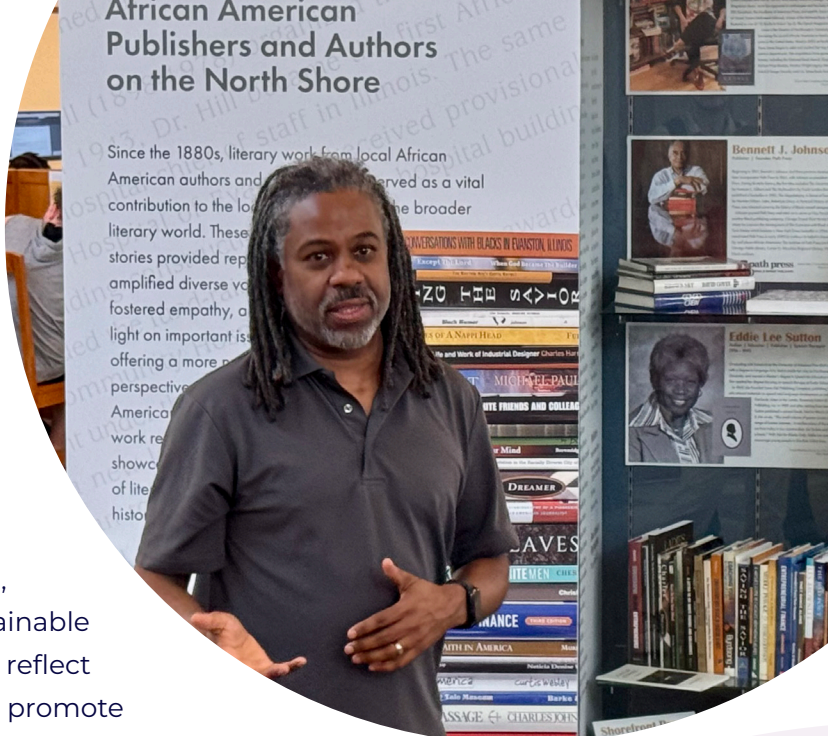


OPTIMIZING
RESOURCES
RESPONSIBLY



LIFELONG
LEARNING
FOR ALL

BUILDING INCLUSIVE SPACES



OBJECTIVE:

Design welcoming, inclusive, and sustainable environments that reflect community needs, promote belonging, and enhance service delivery, prioritizing partnership with the City of Evanston and other key stakeholders.

Year 1 (2025) Goals and Performance Indicators:

• **Develop a Comprehensive Facilities Master Plan:**

Initiate the development of a Facilities Master Plan to assess current and future space needs, including input from the City of Evanston and potential community partners. This plan will ensure that all spaces are optimized for inclusivity, accessibility, and sustainability.

- **Indicator:** Complete the Facilities Master Plan by Q4 2025, with recommendations aligned with the 2024 Facility Assessment and stakeholder input.

• **City and Partner Space Assessment:**

Conduct an in-depth review of City and community partner space requirements to identify shared space opportunities for the renovation of the Main Library and potential relocation plans.

- **Indicator:** Finalize the City and partner space assessments by Q3 2025, integrating the findings into the Facilities Master Plan.

Year 2 (2026) Goals and Performance Indicators:

- **Renovation or Relocation Execution:** Based on the Facilities Master Plan, begin detailed planning for renovation or relocation projects, prioritizing shared spaces with the City of Evanston and community partners.

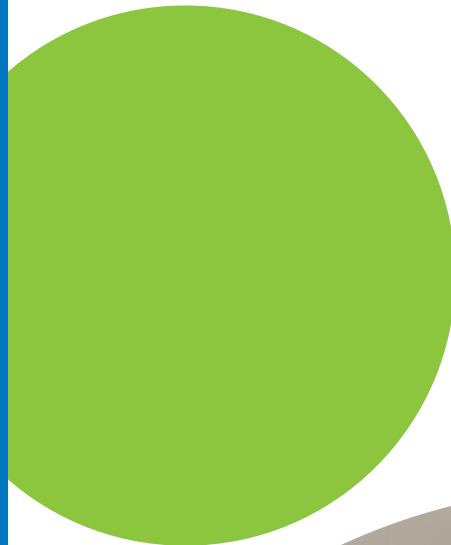
- **Indicator:** Commence construction or relocation preparation by Q2 2026, with quarterly progress updates to the City and Library Board.



BUILDING INCLUSIVE SPACES

Year 3 (2027) Goals and Performance Indicators:

- **Implement Facilities Improvements:** Based on the master plan, begin implementing the recommended facility improvements, ensuring spaces are inclusive, accessible, and sustainable. Monitor progress toward sustainability goals through ongoing renovation or relocation projects.
 - **Indicator:** Achieve completion of facility improvements by Q4 2027, as determined by the construction project timeline.





EMPOWERING COMMUNITY ENGAGEMENT

OBJECTIVE:

Position EPL as a leader in community engagement by providing equitable access to information, resources, and programming. Prioritize historically marginalized communities, fostering belonging and empowering all residents to connect, learn, and thrive.

Year 1 (2025) Goals and Performance Indicators:

- **Technology and Accessibility Improvements:** Upgrade the library's website and mobile app to improve navigation, accessibility, and user experience, positioning EPL as a technology leader in the community.
 - **Indicator:** Complete website and app upgrades by Q1 2025, with a user satisfaction survey showing an 80% approval rate post-launch.
- **Broaden Marketing and Outreach:** Expand the library's marketing efforts to enhance public awareness of available resources and services, particularly those supporting DEIB initiatives.
 - **Indicator:** Develop a comprehensive marketing plan by Q1 2025, with a 25% increase in program participation from targeted demographics by Q4 2025.





EMPOWERING COMMUNITY ENGAGEMENT

Year 2 (2026) Goals and Performance Indicators:

- **Introduction of Cutting-Edge Technology Programs:** Develop workshops to introduce the community to emerging technologies, such as Artificial Intelligence (AI), Virtual Reality (VR), coding, and digital media creation.
 - **Indicator:** Launch at least five technology-focused community workshops by Q4 2026, positioning EPL as a hub for digital innovation.
- **Expand Community-Led Programming:** Establish a model for community members to design and lead library programs, fostering deeper engagement and promoting diverse voices in EPL's programming.
 - **Indicator:** Launch at least five community-led programs by Q3 2026, with participant feedback showing a 75% satisfaction rate, ensuring representation from historically marginalized communities.

Year 3 (2027) Goals and Performance Indicators:

- **Evaluate and Strengthen Outreach and Engagement Initiatives:** Conduct a comprehensive evaluation of all outreach and engagement efforts over the past three years to assess their impact and ensure alignment with EPL's DEIB goals. Use findings to refine future engagement strategies and outreach efforts.
 - **Indicator:** Complete the evaluation by Q2 2027 and implement updated strategies by Q4 2027 to increase community participation and satisfaction.





LIFELONG

learning for all

OBJECTIVE:

Promote continuous learning and intellectual curiosity by enhancing the library's role as a community hub for books, education, culture, and personal growth, fully integrating equity principles into all learning and access efforts.

Year 1 (2025) Goals and Performance Indicators:

- **Collection Diversity Audit:** Conduct a comprehensive audit of the library's collection to identify gaps in representation and diversity, ensuring materials reflect the needs and interests of Evanston's diverse community.
 - **Indicator:** Complete audit by Q4 2025, with a written plan for resource allocation that addresses identified gaps and expands diverse materials, including books, digital resources, films, and other media.
- **Inclusive Programming Enhancement:** Create and evaluate diverse, culturally responsive programs each quarter that reflect the experiences of historically marginalized groups, using data to refine offerings and ensure sustained engagement.
 - **Indicator:** Introduce eight new programs by Q4 2025, establishing a quarterly review process to assess participation, impact, and inclusivity.
- **DEIB Professional Training:** Implement professional training for library staff focused on mutual respect, curating and promoting diverse collections, conducting inclusive programs, and serving patrons from diverse backgrounds.
 - **Indicator:** Complete staff training sessions by Q4 2025, with follow-up surveys showing increased staff confidence in equity, inclusion, and trauma-informed principles.





LIFELONG

learning for all

Year 2 (2026) Goals and Performance Indicators:

- **Develop a Community Learning Needs Assessment:**

Conduct a needs assessment to better understand the evolving learning interests and needs of the community, including feedback from underrepresented groups. Use the findings to shape future programming and collections.

- **Indicator:** Complete the learning needs assessment by Q2 2026, with recommendations integrated into program planning by Q4 2026 to ensure alignment with community needs.



Year 3 (2027) Goals and Performance Indicators:

- **Evaluate and Adjust DEIB Efforts:** Evaluate DEIB-focused initiatives and adjust future programming and collection efforts to align with ongoing community needs.

- **Indicator:** Complete evaluation by Q2 2027, with recommendations integrated into future strategic planning.



OPTIMIZING RESOURCES RESPONSIBLY

OBJECTIVE:

Ensure EPL's resources—financial, operational, and human—are used efficiently and strategically to meet evolving community needs, balancing fiscal responsibility with service excellence.

Year 1 (2025) Goals and Performance Indicators:

- **Staff Resource Allocation:** Review staffing models to ensure roles and schedules are aligned with service demands, optimizing resource distribution across locations.
 - **Indicator:** Complete staffing review by Q2 2025, with adjustments to meet service delivery goals.
- **Staff Technology Upgrades and Software Implementation:** Upgrade staff computers and implement new tools for data tracking, facilities management, and safety monitoring to support efficient operations and education.
 - **Indicator:** Complete technology upgrades and software rollouts by Q3 2025, with staff training completed by Q4 2025.
- **Data-Driven Decision Making:** Implement data-driven tools and frameworks to assess and improve service delivery and resource use continuously.
 - **Indicator:** Establish data tracking systems by Q4 2025, with quarterly reports guiding decision-making.





OPTIMIZING RESOURCES RESPONSIBLY



Year 2 (2026) Goals and Performance Indicators:

- **Service Desk Reconfiguration:** Reorganize service desks to provide a more centralized and streamlined approach, enhancing support for patrons' needs in convenient locations.
 - **Indicator:** Complete reconfiguration by Q2 2026, based on the Master Facilities Plan and patron feedback demonstrating improved access to resources and enhanced service delivery.

Year 3 (2027) Goals and Performance Indicators:

- **Budget Alignment with Strategic Priorities:** Align budgetary planning and resource allocation with the library's strategic priorities, including DEIB, sustainability, and community engagement goals.
 - **Indicator:** Finalize budget realignment by Q3 2026, ensuring financial resources support strategic initiatives.
- **Ongoing Evaluation of Service Models:** Conduct an annual review of service models to ensure continued alignment with community needs and strategic goals.
 - **Indicator:** Complete the first annual service model review by Q4 2027, identifying improvements for the next planning cycle.



NURTURING RELATIONSHIPS AND PARTNERSHIPS

OBJECTIVE

Strengthen partnerships, deepen community engagement, and expand donor relations to support an inclusive organizational culture aligned with EPL's DEIB and sustainability goals and prepare staff for leadership opportunities.

Year 1 (2025) Goals and Performance Indicators:

- **Revise Community Engagement Manager to Include Equity:** Transition the Community Engagement Manager role to Equity and Engagement Manager to provide a dedicated liaison to the DEIB Committee and internal Equity Team, enhancing the library's commitment to equity and promoting an inclusive culture.
 - **Indicator:** Complete reclassification by Q1 2025, with the new role actively involved in strengthening staff training, development initiatives, and DEIB alignment.
- **Create a Strategic Development and Advancement Plan:** The Development Officer will develop a Strategic Development and Advancement Plan that aligns with EPL's mission and strategic goals, including DEIB and sustainability efforts.
 - **Indicator:** Strategic Development and Advancement Plan completed by Q2 2025, with clear benchmarks for donor engagement and revenue growth.
- **Focus on Staff Training to Promote from Within:** Implement training and development programs across all divisions to build skills among current staff and foster opportunities for internal promotion and succession planning.
 - **Indicator:** Launch training initiatives by Q4 2025, with measurable outcomes indicating increased staff readiness for advancement.



NURTURING



RELATIONSHIPS AND PARTNERSHIPS

Year 2 (2026) Goals and Performance Indicators:

- **Expand Fundraising Activities:** Based on the recommendations from the Strategic Development and Advancement Plan, launch new fundraising campaigns, including targeted donor events, sponsorship opportunities, and community engagement initiatives.
 - **Indicator:** Increase annual fundraising revenue by implementing the recommendations from the Strategic Development and Advancement Plan by Q4 2026, based on targeted goals outlined in the plan.
- **Strengthen Corporate and Philanthropic Partnerships:** Develop new corporate partnerships and expand existing relationships with philanthropic organizations to enhance donor engagement and community impact.
 - **Indicator:** Secure at least three new corporate or philanthropic partnerships by Q3 2026, with defined initiatives supporting EPL's mission and strategic goals.
- **Expand Volunteer Engagement and Support Programs:** Build a stronger volunteer program to increase community involvement, focusing on recruitment, training, and recognition efforts that align with EPL's strategic initiatives.
 - **Indicator:** Increase volunteer participation by 20% by Q4 2026, with new volunteer-led initiatives launched to support library services and outreach.



Year 3 (2027) Goals and Performance Indicators:

- **Dedicated Funding for Sustainability Programs:**

The Development Officer will identify and secure a dedicated funding stream to support sustainability and environmental programs, ensuring these initiatives have ongoing financial support.

- **Indicator:** Secure dedicated funding for sustainability programs by Q4 2027 to enhance and expand EPL's environmental and wellness-focused offerings.

- **Expand Donor Engagement through Impact**

Reporting: Launch a comprehensive impact reporting system to communicate EPL's achievements and progress to donors and partners, strengthening relationships and inspiring continued support.

- **Indicator:** Publish an annual impact report by Q4 2027, with metrics highlighting program outcomes, donor contributions, and community impact, resulting in increased donor retention.

- **Establish a Succession Planning Framework:**

Develop a formal succession planning framework to prepare staff for leadership transitions and ensure organizational continuity in key roles.

- **Indicator:** Complete the framework by Q3 2027, with at least two staff members identified and supported through targeted development plans for future leadership position.

NURTURING RELATIONSHIPS AND PARTNERSHIPS





GROWING TOGETHER SUSTAINABLY

OBJECTIVE

Ensure EPL's commitment to environmental stewardship through sustainable building operations and community programming. Align partnerships and programming to promote environmental awareness, health, and wellness throughout the community.

YEAR 1 (2025) GOALS AND PERFORMANCE INDICATORS:

- **Develop and Adopt a Sustainability Plan:** Create a library-specific sustainability plan aligned with the City of Evanston's Climate Action and Resilience Plan (CARP), focusing on reducing EPL's carbon footprint, energy usage, and waste across facilities. Integrate sustainable practices—such as energy-efficient lighting, HVAC systems, and eco-friendly materials—into future renovation or relocation projects.
 - **Indicator:** Complete the Sustainability Plan by Q4 2025, with implementation milestones identified for the next two years.
- **Launch Sustainability Awareness Programs:** Implement workshops and community events focusing on environmental sustainability, including citizen science projects, conservation efforts, and environmental literacy initiatives for all ages.
 - **Indicator:** Launch at least four sustainability-themed programs by Q4 2025, with participant feedback showing increased environmental awareness.

YEAR 2 (2026) GOALS AND PERFORMANCE INDICATORS:

- **Sustainable Building Practices:** Begin applying sustainable building practices in renovation or relocation projects based on the Sustainability Plan. Conduct quarterly reviews to ensure alignment with conservation targets.
 - **Indicator:** Achieve 25% integration of sustainable building elements by Q4 2026, with progress reviewed quarterly.
- **Expand Environmental Programming Partnerships:** Strengthen collaborations with organizations such as the Evanston Environmental Association, Parks and Recreation Department, and State Parks to offer programs focused on outdoor recreation, environmental health, and wellness, particularly for marginalized communities.
 - **Indicator:** Formalize at least three new partnership agreements by Q2 2026, with expanded programming offering increased access to parks and wellness activities.

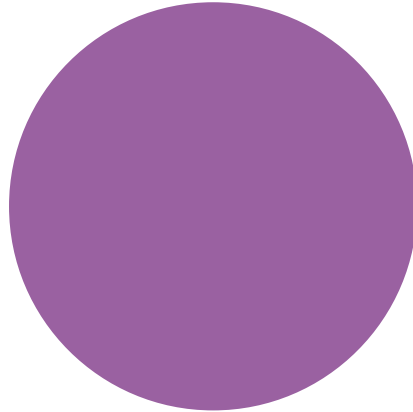


GROWING TOGETHER SUSTAINABLY



YEAR 3 (2027) GOALS AND PERFORMANCE INDICATORS:

- **Evaluate and Enhance Sustainability Efforts:** Conduct a comprehensive review of sustainability facility and programming initiatives implemented over the past two years to assess their impact, identify areas for improvement, and set new goals for future efforts.
 - **Indicator:** Complete the evaluation by Q3 2027 with clear recommendations for the next strategic planning cycle.



JOIN US: CREATE A SUSTAINABLE FUTURE FOR EPL TOGETHER



Building Inclusive Spaces and Community

For over 150 years, the Evanston Public Library has been a cornerstone of our community, where people gather to learn, find support, and create a sense of belonging for all.

Whether you're accessing digital eBooks, joining online programs, attending storytime, browsing a book, or exploring our new Innovation Station, the Library offers something for everyone. Our commitment is to continue building inclusive spaces where all can belong, learn, and connect.

Your support plays a crucial role in sustaining this mission and ensuring that we can continue to provide these resources and spaces. By joining us in this effort, you help strengthen the Library's future and build a more connected community for all.

Make a gift today -
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IMPLEMENTATION AND ACCOUNTABILITY

OVERSIGHT AND MONITORING:

The leadership team will oversee implementation, with quarterly progress reviews and necessary adjustments provided to the Library Board and its committees quarterly to ensure progress toward strategic goals.

CONTINUOUS IMPROVEMENT:

Engage regularly with community members and stakeholders to refine and evolve the plan in alignment with public needs and library values, using feedback to drive innovation and community responsiveness.



Evanston Public Library Strategic Priorities: B.E.L.O.N.G.

Implementation & Oversight

- **Oversight and Monitoring:** The leadership team will oversee implementation, with quarterly progress reviews and necessary adjustments, provided to the Library Board and its committees quarterly to ensure progress toward strategic goals.
- **Continuous Improvement:** Library staff will engage regularly with community members and stakeholders to refine and evolve the plan in alignment with public needs and library values, using feedback to drive innovation and community responsiveness.

| BUILDING INCLUSIVE SPACES | | | | |
|--|---|----------|---|--|
| Action | Related Objective | Timeline | Indicator | Responsible Party |
| Develop a Comprehensive Facilities Master Plan | Design welcoming, inclusive, and sustainable environments that reflect community needs, promote belonging, and enhance service delivery, prioritizing partnership with the City of Evanston and other key stakeholders. | Year 1 | Completed Facilities Master Plan by Q4 2025. | Facilities Manager and EPL Leadership |
| City and Partner Space Assessment | | Year 1 | Finalize the City and partner space assessments by Q3 2025, integrating the findings into the Facilities Master Plan. | EPL Leadership, City of Evanston, and Community Partners |
| Renovation or Relocation Execution | | Year 2 | Commence construction or relocation preparation by Q2 2026. | EPL Leadership and Staff |
| Implement Facilities Improvements | | Year 3 | Achieve completion of facility improvements by Q4 2027. | EPL Leadership |

Evanston Public Library Strategic Priorities: B.E.L.O.N.G.

| EMPOWERING COMMUNITY ENGAGEMENT | | | | |
|---|--|----------|---|------------------------------------|
| Action | Related Objective | Timeline | Indicator | Responsible Party |
| Technology and Accessibility Improvements | Position EPL as a leader in community engagement by providing equitable access to information, resources, and programming. Prioritize historically marginalized communities, fostering belonging and empowering all residents to connect, learn, and thrive. | Year 1 | Complete website and app upgrades by Q1 2025. | EPL Staff |
| Broaden Marketing and Outreach | | Year 1 | Develop a comprehensive marketing plan by Q1 2025 with a 25% increase in program participation from targeted demographics by Q4 2025. | Communications & Marketing Manager |
| Introduction of Cutting-Edge Tech Programs | | Year 2 | Launch at least 5 tech-focused community workshops by Q4 2026. | EPL Staff |
| Expand Community-Led Programming | | Year 2 | Launch at least 5 community-led programs by Q3 2026. | EPL Staff |
| Evaluate and Strengthen Outreach and Engagement Initiatives | | Year 3 | Complete the evaluation by Q2 2027 and implement updated strategies by Q4 2027. | Equity and Engagement Manager |

Evanston Public Library Strategic Priorities: B.E.L.O.N.G.

| LIFELONG LEARNING FOR ALL | | Related Objective | Timeline | Indicator | Responsible Party |
|---------------------------|---|---|----------|---|--|
| | Collection Diversity Audit | Promote continuous learning and intellectual curiosity by enhancing the library's role as a community hub for books, education, culture, and personal growth, fully integrating equity principles into all learning and access efforts. | Year 1 | Complete audit by Q4 2025, with a written plan for resource allocation. | EPL Staff |
| | Inclusive Programming Enhancement | | Year 1 | Introduce at least eight new programs by Q4 2025. | EPL Staff |
| | DEIB Professional Training | | Year 1 | Complete staff training sessions by Q3 2025. | EPL Leadership |
| | Develop a Community Learning Needs Assessment | | Year 2 | Complete the learning needs assessment by Q2 2026, with recommendations integrated into program planning by Q4. | Equity and Engagement Manager |
| | Evaluate and Adjust DEIB Efforts | | Year 3 | Complete evaluation by Q2 2027. | Equity and Engagement Manager and DEIB Committee |

Evanston Public Library Strategic Priorities: B.E.L.O.N.G.

| OPTIMIZING RESOURCES RESPONSIBLY | | | | | |
|---|--|----------|--|-----------------------------|--|
| Action | Related Objective | Timeline | Indicator | Responsible Party | |
| Staff Resource Allocation | Ensure EPL's resources—financial, operational, and human—are used efficiently and strategically to meet evolving community needs, balancing fiscal responsibility with service excellence. | Year 1 | Complete by Q2 2025. | EPL Leadership | |
| Staff Technology Upgrades and Software Implementation | | Year 1 | Complete technology upgrades and software rollouts by Q3 2025, with staff training completed by Q4 2025. | Information Technology Team | |
| Data-Driven Decision Making | | Year 1 | Establish data-tracking systems by Q4 2025. | EPL Staff | |
| Service Desk Reconfiguration | | Year 2 | Complete renovations and reconfiguration by Q2 2026. | EPL Staff | |
| Budget Alignment with Strategic Priorities | | Year 3 | Finalize budget realignment by Q3 2026. | Finance Manager | |
| Ongoing Evaluation of Service Models | | Year 3 | Complete first annual review by Q4 2027. | EPL Leadership | |

Evanston Public Library Strategic Priorities: B.E.L.O.N.G.

| NURTURING RELATIONSHIPS AND PARTNERSHIPS | | | | | Related Objective | Timeline | Indicator | Responsible Party |
|--|---|--|--|--|-------------------|----------|---|---------------------|
| | Revise Community Engagement Manager to Include Equity | Strengthen partnerships, deepen community engagement, and expand donor relations to support an inclusive organizational culture aligned with EPL's DEIB and sustainability goals and prepare staff for leadership opportunities. | | | | Year 1 | Complete reclassification by Q1 2025. | EPL Leadership |
| | Create a Strategic Development and Advancement Plan | | | | | Year 1 | Strategic Development and Advancement Plan completed by Q2 2025, with clear benchmarks for donor engagement and revenue growth. | EPL Leadership |
| | Focus on Staff Training to Promote from Within | | | | | Year 1 | Launch training initiatives by Q4 2025. | EPL Leadership |
| | Expand Fundraising Activities | | | | | Year 2 | Increase annual fundraising revenue by implementing the recommendations from the Development Strategic Plan by Q4 2026. | Development Manager |
| | Strengthen Corporate and Philanthropic Partnerships | | | | | Year 2 | Secure at least three new corporate or philanthropic partnerships by Q3 2026. | Development Manager |
| | Expand Volunteer Engagement and Support Programs | | | | | Year 2 | Increase volunteer participation by 20% by Q4 2026. | Development Manager |
| | Dedicated Funding for Sustainability Programs | | | | | Year 3 | Secure dedicated funding for sustainability programs by Q4 2027. | Development Manager |
| | Expand Donor Engagement through Impact Reporting | | | | | Year 3 | Publish an annual impact report by Q4 2027. | Development Manager |
| | Establish a Succession Planning Framework | | | | | Year 3 | Complete the framework by Q3 2027. | EPL Leadership |

Evanston Public Library Strategic Priorities: B.E.L.O.N.G.

| GROWING TOGETHER SUSTAINABILITY | | | | |
|---|---|----------|---|--------------------|
| Action | Related Objective | Timeline | Indicator | Responsible Party |
| Develop and Adopt a Sustainability Plan | Ensure EPL’s commitment to environmental stewardship through sustainable building operations and community programming. Align partnerships and programming to promote environmental awareness, health, and wellness throughout the community. | Year 1 | Complete Sustainability Plan by Q4 2025. | EPL Leadership |
| Launch Sustainability Awareness Programs | | Year 1 | Launch at least four sustainability-themed programs by Q4 2025. | EPL Staff |
| Sustainable Building Practices | | Year 2 | Achieve at least 25% integration of sustainable building elements by Q4 2026. | Facilities Manager |
| Expand Partnerships for Environmental Programming | | Year 2 | Formalize at least 3 new partnership agreements by Q2 2026, with expanded programming offering increased access to parks and wellness activities. | EPL staff |
| Evaluate and Enhance Sustainability Efforts | | Year 3 | Complete the evaluation by Q3 2027. | EPL Staff |



**EVANSTON
PUBLIC
LIBRARY**

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Sunday

12 pm – 6 pm

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Address: 1703 Orrington Ave.

Evanston IL 60201

Robert Crown Branch Library

Monday -Thursday

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Friday & Saturday

9 am – 6 pm

Sunday

12 pm – 6 pm

Phone: (847) 448-8101

Address: 1801 Main Street,

Evanston, IL 60202

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