



**EVANSTON  
PUBLIC  
LIBRARY**

**Approved May 20, 2026**

# **Evanston Public Library Board of Trustees** **AdHoc Search Committee Meeting Minutes**

**Date: Wednesday, April 29, 2026**

**Time: 4:30 PM**

**Location: Robert Crown Branch Library, Multipurpose Room and Remote Access**

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## **1. Call to Order and Quorum**

Trustee Meghan Shea called the meeting to order at 4:32 PM. A quorum was established.

### **Members Present**

- Tracy Fulce
- Catie Huggins
- Meghan Shea

### **Members Absent**

- None
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## **2. Land Acknowledgment**

Presented by Trustee Meghan Shea.

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## **3. Citizen Comment**

No citizen comments were made.

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## 4. New Business

The Committee discussed the following items:

- Interim Executive Director qualifications and job description (draft)
  - Timeline for Interim Executive Director search and interview structure
  - Proposed timeline for permanent Executive Director search
  - Draft Request for Proposals (RFP) for Executive Director search
  - Scheduling of additional meetings
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## 5. Executive Session

**Motion:** Enter Executive Session at 6:47 PM (personnel matters)

- Moved by: Catie Huggins
- Seconded by: Tracy Fulce
- Vote: 3–0 (Aye)
- **Result:** Motion carried

**Motion:** Exit Executive Session at 7:42 PM

- Moved by: Catie Huggins
  - Seconded by: Meghan Shea
  - Vote: 3–0 (Aye)
  - **Result:** Motion carried
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## 6. Adjournment

A motion to adjourn the AdHoc Committee meeting was made by Trustee Tracy Fulce and seconded by Trustee Catie Huggins.

- **Vote:** 3–0 in favor
- **Result:** Motion carried
- **Time of adjournment:** 6:01 PM



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**Submitted By**

Trustee Meghan Shea  
Evanston Public Library Board of Trustees