



Approved May 20, 2026

# **Evanston Public Library Board of Trustees**

## **Regular Board Meeting Minutes**

**Date: April 15, 2026**

**Time: 6:30 PM**

**Location: Main Library, Community Meeting Room, and Remote**

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### **1. Call to Order**

President Tracy Fulce called the meeting to order at 6:35 PM.

A quorum was established.

### **Roll Call**

#### **Board Members Present:**

- Arikpo Dada
- Tracy Fulce
- Catie Huggins
- Jean Keleher
- Meghan Shea
- Michelle Mills
- Victoria Shire
- Esther Wallen

#### **Board Members Absent:**

- Samia Amamoo

#### **Staff Present:**

- Heather Norborg
- Sameer Notta
- Jennifer Shreve

- Ellen Riggsbee
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## 2. Land Acknowledgment

The land acknowledgment was read by Trustee Catie Huggins.

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## 3. Citizen Comment

- Aquila Bey
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## 4. Consent Agenda

The following items were approved:

- A. Management Committee Meeting Minutes (March 18, 2026)
- B. Regular Board Meeting Minutes (March 18, 2026)
- C. Communication Sub-Committee Minutes (April 7, 2026)
- D. Finance Committee Meeting Minutes (April 9, 2026)
- E. Bills and Payroll

**Motion:** Approval with the amendment to add the Board President's comment to agenda item 4.B.

- Moved by: Michelle Mills
- Seconded by: Meghan Shea
- Vote: 8–0 (Aye)
- **Result:** Motion carried

**Motion:** Approve consent agenda

- Moved by: Meghan Shea
- Seconded by: Samia Amamoo
- Vote: 8–0 (Aye)
- **Result:** Motion carried



## **5. Staff and Financial Reports**

The following reports were distributed in advance:

- A. Library Director's Report
  - B. Administrative Services Report
  - C. Facilities Report
  - D. Monthly Development Report
  - E. First Quarter Development Report
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## **6. Board Committee Oral Reports**

- A. Board President Oral Report

President Fulce delivered the following remarks:

This evening, I would like to reflect on what it means to be thoughtful stewards of this institution and of the resources entrusted to us.

Stewardship is not just about budgets or policies, it's about making decisions today that ensure the long-term health, stability, and integrity of the Evanston Public Library.

Over the past several years, this Board has taken that responsibility seriously.

Together, we have strengthened the foundation of this organization in ways that will serve this community for years to come. We've moved from temporary structures to permanent ones, embedding equity into our governance, professionalizing key functions like development, marketing and finance, and ensuring that our operations match the level of excellence our community deserves.

We addressed longstanding staffing challenges and rebuilt internal capacity. We modernized how the library engages with the community and how it manages its financial resources. And we made critical decisions to protect this institution from securing our fund balance to ensuring that essential infrastructure investments were not deferred.

We also made intentional choices about the future developing a strategic plan grounded in community voice and positioning the library for long-term sustainability and growth.

These are not small things. These are the kinds of decisions that often go unseen, but they are what allow a public institution like this to remain strong, responsive, and resilient.

I would be remiss if I didn't acknowledge that next week is National Library Week, a time to celebrate the role libraries play in our communities. While libraries are places of learning for sure, they are also community assets reflecting our shared values. It's not lost on me that 672 tax returns were filed for free this year or that 110 interactions were supported by The Mobile Crisis Response.

At the same time, libraries like ours are navigating increasingly complex challenges. Recent events involving library leadership in places like Tennessee are a reminder that this work requires both courage and clarity and that strong, thoughtful governance matters.

Here in Evanston, we remain committed to ensuring that our library continues to serve the full community with integrity, care, and intention. A plan that was supported by an anonymous donor who so believed in our approach that they invest in a meaningful way.

And that brings us to where we are today.

The work in front of us now is to continue that stewardship by ensuring a thoughtful and transparent process for selecting the library's next permanent leader. The interim period is about maintaining stability while we take the time to get that decision right.

Thoughtful stewardship also means knowing when to move with urgency and when to take the time required to make the right decision.



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As my term as Board President comes to a close, we are also taking the next step in our governance process with the seating of the Nominating Committee.

This ensures a thoughtful transition in Board leadership, just as we are ensuring a thoughtful process for the library's next executive leader. That alignment reflects our commitment to continuity, stability, and strong governance at every level.

Our responsibility is not just to act but to act with care, clarity, and intention.

Because this library belongs to the community. And our role is to ensure that it continues to thrive not just for today, but for the future.

The following Board Committees provided verbal updates:

- B. Finance Committee
- C. Management Committee
- D. Facilities Committee
- F. DEIB Committee
- G. Communications Committee

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## 7. Old Business

- A. Resourcing Interim/Executive Director Search

**Motion:** Establish an Ad Hoc Committee to develop recommendations for the May meeting. Members are: Meghan Shea, Tracy Fulce, and Catie Huggins.

- Moved by: Michelle Mills
- Seconded by: Esther Wallen
- Vote: 8–0 (Aye)
- **Result:** Motion carried

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## 8. New Business

#### A. Appointment to Board Committees

**Motion:** Approve board committee appointments:

- Nominating Committee: Arikpo Dada, Esther Wallen, Victoria Shire (chair)
- Management Committee: Arikpo Dada (chair), Tracy Fulce, Michelle Mills, Megan Shea & Jean Keleher
- Finance Committee: Michelle Mills (chair), Tracy Fulce, Victoria Shire
- Facilities Committee: Catie Huggins (chair), Arikpo Dada, Meghan Shea
- DEIB Committee: (discussion tabled)
- Communications Committee: Jean Keleher (chair), Victoria Shire, Catie Huggins

- Moved by: Michelle Mills
- Seconded by: Catie Huggins
- Vote: 8–0 (Aye)
- **Result:** Motion carried

#### B. FY2026 Non-Union Merit Increase

**Motion:** Approve a 2.5% merit increase for non-union employees

- Moved by: Michelle Mills
- Seconded by: Catie Huggins
- Vote: 8–0 (Aye)
- **Result:** Motion carried

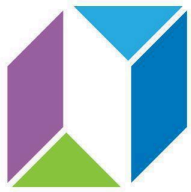
#### C. Transfer of Endowment Funds

**Motion:** Adopt Option 3 to transfer funds from Vanguard to Evanston Community Foundation

- Moved by: Victoria Shire
- Seconded by: Michelle Mills
- Vote: 8–0 (Aye)
- **Result:** Motion carried

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## 9. Executive Session



**EVANSTON  
PUBLIC  
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**Motion:** Enter Executive Session at 8:09 PM (personnel matters)

- Moved by: Tracy Fulce
- Seconded by: Esther Wallen
- Vote: 8–0 (Aye)
- **Result:** Motion carried

**Motion:** Exit Executive Session at 8:27 PM

- Moved by: Arikpo Dada
- Seconded by: Catie Huggins
- Vote: 8–0 (Aye)
- **Result:** Motion carried

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## 10. Adjournment

**Motion:** Adjourn the meeting

- Moved by: Arikpo Dada
- Seconded by: Catie Huggins
- Vote: 9–0 (Aye)
- **Result:** Motion carried

The meeting adjourned at 8:49 PM.

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## Submission

Submitted by:

Catie Huggins

Secretary, Evanston Public Library Board of Trustees