



Approved June 17, 2026

Evanston Public Library Board of Trustees

Special Board Meeting Minutes

Date: May 29, 2026

Time: 4:00 PM

Location: Main Library, Board Room, and Remote

1. Call to Order

President Tracy Fulce called the meeting to order at 4:04 PM.

A quorum was established.

Roll Call

Board Members Present:

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

Board Members Absent:

- Samia Amamoo
- Jean Keleher

Staff Present:

- Heather Norborg
- Ellen Riggsbee

2. Land Acknowledgment

The land acknowledgment was read by Trustee Esther Wallen.

3. Citizen Comment

- None
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Amended Agenda

Motion: to allow virtual participation for Trustees.

- Moved by: Michelle Mills
- Seconded by: Meghan Shea
- Vote: 6–0 (Aye)
- **Result:** Motion carried

Motion: to allow swap agenda items A & B.

- Moved by: Michelle Mills
 - Seconded by: Victoria Shire
 - Vote: 7–0 (Aye)
 - **Result:** Motion carried
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4. Old Business

None

5. New Business

A. RFP for permanent Executive Director search firm (discussion and action)

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Motion: to approve the RFP with revisions as discussed and post on Monday, June 1, 2026, with submission deadline by 5 pm on June 12, 2026.

- Moved by: Michelle Mills
 - Seconded by: Victoria Shire
 - Vote: 7–0 (Aye)
 - **Result:** Motion carried
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6. Executive Session

Motion: Enter Executive Session at 5:55 PM (personnel matters)

- Moved by: Tracy Fulce
- Seconded by: Esther Wallen
- Vote: 7–0 (Aye)
- **Result:** Motion carried

Motion: to table the motion to enter the executive session.

- Moved by: Tracy Fulce
- Seconded by: Victoria Shire
- Vote: 7–0 (Aye)
- **Result:** Motion carried

Motion: to move item B on the agenda to after the executive session.

- Moved by: Meghan Shea
- Seconded by: Catie Huggins
- Vote: 7–0 (Aye)
- **Result:** Motion carried

Motion: to take from the table entering into the executive session.

- Moved by: Esther Wallen
- Seconded by: Victoria Shire
- Vote: 7–0 (Aye)

- **Result:** Motion carried

Motion: Exit Executive Session at 6:58 PM

- Moved by: Tracy Fulce
 - Seconded by: Michelle Mills
 - Vote: 7–0 (Aye)
 - **Result:** Motion carried
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7. Adjournment

Motion: Adjourn the meeting

- Moved by: Michelle Mills
- Seconded by: Meghan Shea
- Vote: 7–0 (Aye)
- **Result:** Motion carried

The meeting adjourned at 7:00 PM.

Submission

Submitted by:
Catie Huggins