



**MEETING MINUTES**  
**EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Wednesday, April 21, 2021**  
**Meeting of the Board**  
**6:30 PM**  
**Virtually, via Zoom**

As the result of an executive order issued by Governor J.B. Pritzker suspending in-person attendance requirements for public meetings due to COVID-19, Library Trustees, staff and guests participated in this meeting remotely.

**Members Present:** Tracy Fulce, Adam Goodman, Rachel Hayman, Ruth Hays, Shawn Iles, Margaret Lurie, Benjamin Schapiro and Terry Soto

**Members Absent:** none

**Staff Present:** Karen Danczak Lyons, Teri Campbell, John Devaney, Lea Hernandez-Solis, Wynn Shawver.

**Presiding Member:** Shawn Iles, President

**Call to order/Declaration of Quorum:** President Iles called the meeting to order when a quorum of Trustees was established at 6:37 p.m.

**Citizen Comment:** There was no citizen comment.

**Consent Agenda:**

**A. Approval of the Bills and Payroll and Minutes of the March 17, 2021 Board Meeting**

Upon motion made by Trustee Goodman and seconded by Trustee Hayman, the consent agenda was approved by unanimous roll call vote.

**INFORMATION/COMMUNICATIONS: Together, We are the Library**

**A. Proclamation**

The board of Trustees acknowledged the service of Trustee Ruth Hayes since 2018 with a proclamation thanking her for her leadership and advocacy, with best wishes for the future.

**B. Strategic Planning**

The sequencing of the work plan to complete this project will change to include Asset Based Community Development at the subcommittee level, and to complete the community survey later in the process to make sure that we provide the opportunity to hear from the community, include new voices, and do no harm. The board is optimistic and encouraged that this will result in an approach that is inclusive.

**Equity, Diversity and Inclusion (Joint Task Force):**

**A. Joint Task Force (Update).**

Assistant Director Campbell provided an updated on the decision by the internal EDI committee to move toward anti-racism work, establish resource section on website to educate about/combat white supremacy and are looking at community programming along these lines. The committee continues training trainers while offering racial equity discussion sessions, and moving through a list of staff ideas for where more progress can be made.

The Racial Equity Task Force welcomed Wynn Shawver to their monthly meeting to discuss racial equity marketing and messaging in terms of racial equity; and offered feedback related to proposed fundraising events. The working group advanced the conversation on video promotion scripts with detailed discussion about the programs and services available at the library that they hadn't been aware of before becoming volunteers.

**Library Director's Report:**

Executive Director Danczak Lyons highlighted two items from the written report. Since the last meeting, she connected with new Executive Director Dara Munson of CCS which recently merged with Family Focus (FF). Munson toured both the FF site and the Robert Crown branch library, and discussed the option of co-locating in a reimagined space on the FF site. EPL continues to pursue various Cares Act funding streams designated for libraries in order to augment existing programs.

President Iles and other Trustees shared community feedback hoping for expansion of services, given the large percentage of the Evanston community that has had at least one vaccine shot. Director Lyons spoke about what we've seen in terms of use and capacity, patron adherence to policy, the potential for safe, in-person programming, the unknown of who is actually vaccinated, and the plan to program heavily in the community this summer in the places and still support limited curbside pickup of materials. Trustees asked for a roadmap to include the considerations for expansion of service hours.

**Staff Report:**

**A. Administrative Services Report**

Campbell shared brief highlights from the written report (included in the board packet).

**B. Stewardship Report**

Director Danczak Lyons and Shawver reconfirmed that while we will not hold the annual May Stewardship event, we will continue to pursue opportunities to strengthen our fundraising message as we strive to shine a light on our funding needs.

**C. Facilities Committee**

John Devaney provided an explanation of the capital and maintenance work approvals needed.

1. Upon motion made by Trustee Schapiro, seconded by Trustee Lurie and approved by unanimous roll call vote, it was resolved to complete the emergency repair of the Cooling Chiller Condenser Coils by contracting with Carrier Corporation for \$10,850.
2. Upon motion made by Trustee Schapiro, seconded by Trustee Hays and approved by unanimous roll call vote, it was resolved to construct the All Gender restroom and Family lounge by contracting with Central Lakes Construction for \$193,640.

**Board Development:**

**A. YWCA Equity Summit 2021**

*Redistributing Power to Build Liberated Communities* May 13 & 14

Director Danczak Lyons informed Trustees of our sponsorship of this summit and invited them to attend.

**Unfinished Business:** None.

**New Business:**

**A. Appointment of Nominating Committee**

The Nominating Committee will be Trustees Iles, Goodman, and Lurie.

**B. Non-Resident Card Fee**

Trustees were updated regarding the fee which will remain level for the next year.

**C. Closed Session – Personnel (Library Director Contract)**

The motion to move into Executive Session was made by Shawn Iles, seconded by Goodman and approved by roll call vote to discuss a personnel matter. The motion to return to Open session was made by Trustee Haman, seconded by Trustee Schapiro and approved by roll call vote.

A motion was made by Iles, seconded by Schapiro and approved by unanimous roll call vote to approve the employment contract agreed upon in the Executive session.

**Adjournment:**

The motion to adjourn was made by Trustee Hayman and seconded by Trustee Schapiro and approved by roll call vote. Meeting adjourned at 7.54 p.m.

**Submitted by:** Terry Soto / Teri Campbell

**PROCLAMATION**

**WHEREAS**, Ruth Hays has served on the Evanston Public Library Board of Trustees from 2018 through 2021,

**WHEREAS**, Ruth served as Vice President of the Board of Trustees from 2019 to 2021,

**WHEREAS**, Ruth's commitment to the mission of the Evanston Public Library, and her insights helped the Board through critical periods,

**WHEREAS**, As a lifelong learner, Ruth is interested in enhancing the role that libraries play in the life of our community and making sure they serve Evanstonians throughout their lives and circumstances,

**WHEREAS**, Ruth helped the Evanston Public Library meet the diverse expectations and needs of Evanston residents,

**WHEREAS**, Ruth participated in exploring the frontiers of what equitable access means to Evanstonians,

**WHEREAS**, Ruth supported the library's efforts to provide opportunities for everyone to improve themselves through the various forms of literacy,

**WHEREAS**, Ruth encouraged the Library to expand its reach to all members of Evanston's diverse community,

**WHEREAS**, Ruth shared her expertise on service to our students and families and advocated for the importance of literacy and learning for everyone,

**NOW THEREFORE**, The Board of the Evanston Public Library encourages all of the residents of the City of Evanston to join the staff of the Evanston Public Library as we thank Ruth Hays for her years of dedicated service to our residents and attest to the significant and continuing impact that her work and leadership will have upon the City of Evanston for many years to come. We wish Ruth many years of health, happiness, personal and professional success, and great books to read.

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**Shawn Iles, President**

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**Terry Soto, Secretary**