



**MEETING MINUTES**  
**EVANSTON PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Wednesday, June 16, 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, Shawn Iles, Margaret Lurie, Benjamin Schapiro and Terry Soto

**Members Absent:** none

**Staff Present:** Karen Danczak Lyons, Teri Campbell, Sally Battle, Carmen Francellno, Lea Hernandez-Solis and Dennis Leaks.

**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 6:32 p.m.

**Citizen Comment:** none

**Consent Agenda:**

**A. Approval of the Bills and Payroll and Minutes of the May 19, 2021 Board Meeting**

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

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

**Community Engagement, Asset Based Community Development, Community Building and Strategic Planning (Tisidra Jones and Ron Dwyer-Voss) (Discussion and Action)**

In discussion with the Strategic Planning Steering Committee, we agreed: the foundation of our strategic plan must be built upon sharing with and listening to community members throughout Evanston. Opportunities for community engagement will occur each week during the summer of 2021. Facilitated conversations, focus groups and a community survey will be produced beginning in September and continuing in early 2022.

Trustee Goodman made a motion to approve a sole source contract for Community Engagement and Project Management with Tisidra Jones and associates of Strong & Starlike Consulting for \$48,640. The motion was seconded by Trustee Schapiro and the Trustees approved it by unanimous roll call vote.

Trustee Goodman made a motion to approve a sole source contract for Asset Based Community Development Capacity Building by Ron Dwyer Voss of Pacific Community Solutions not to exceed \$7500 from July-Sept. 2021 and possible future monthly retainer or hourly consulting. Trustee Fulce seconded the motion, and the Trustees approved it by unanimous roll call vote.

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

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

Assistant Director Campbell shared a summary of the work of the internal Equity Diversity & Inclusion (EDI) committee and external Racial Equity Task Force (RETF) and their combined efforts to make progress toward the recommendations in the equity assessment. The RETF provided feedback on Robert Crown branch library operations and programs; and discussed the application and recruitment process for new RETF members, and opportunities to learn from youth about their aspirations for the library. The EDI committee continues working to identify racial equity training that includes practical ally-ship work; add affinity groups; reviewing external policies to break down more barriers for patrons and establishing metrics to assess/adjust our progress towards becoming an equitable institution.

**Library Director's Report:**

The written report of Executive Director Danczak Lyons is included in the board packet. She emphasized the periodic refinement of the EPL website, noting a new option on the right side of our menu called 'En Espanol' which makes all Spanish content easier to find. Danczak Lyons also shared that for the month of June out-of-library service levels totaled between 95 and 105 hours. She promised a full report at the end of summer.

**Staff Report:**

**A. Administrative Services Report**

Campbell shared brief highlights from the written report (included in the board packet) and introduced employees hired during the pandemic who were present for the virtual meeting.

**Board Development:** None

**Unfinished Business:** None

**New Business:**

**A. Election of Officers (Action)**

Upon motion made by President Iles and seconded by Trustee Goodman, the Election of Officers was approved by unanimous roll call vote. The new officers are Tracey Fulce, President; Rachel Hayman, Vice President; Terry Soto, Secretary; and Ben Schapiro, Treasurer.

**B. Committee Selections (Discussion)**

Trustees will review current assignments and finalize appointments at the next meeting.

**C. National Able Lease Renewal (Action)**

Upon motion made by Trustee Schapiro and seconded by Trustee Hayman, the National Able lease renewal was approved by roll call vote. There are no changes to the one year lease term and rate of \$1650 per month.

**D. Executive Session - Closed Session Minutes**

The proper motion to move into Executive Session was made by President Iles, seconded by Trustee Lurie and approved by roll call vote in order to approve closed session minutes for distribution. The motion to return to Open Session was made by Trustee Schapiro, seconded by Trustee Goodman and approved by roll call vote.

Approved July 21, 2021

**Adjournment:**

The motion to adjourn was made by Trustee Schapiro and seconded by Trustee Goodman and approved by roll call vote. The meeting adjourned at 7:33 p.m.

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