

**BARTLETT PUBLIC LIBRARY DISTRICT  
COMMITTEE OF THE WHOLE MEETING MINUTES**

**Monday, December 16, 2019, 6:00 pm**

**Location: Meeting Room**

**Bartlett Public Library District**

**800 S Bartlett Rd, Bartlett, IL 60103**

**630-837-2855**

The Committee of the Whole was called to order at 6:00 p.m. by President Barry.

**ROLL CALL:** Present were Trustees Olsen, Deyne, DeSmidt, Hopkins, Bucaro and Barry. Trustee Sias was absent.

Staff Members Present: Library Director Karolyn Nance, Human Resources Generalist Dina Castelvechi, and Facility Supervisor Jacob Coy

Others Present: Stephen Zehr of Grumman/Butkus Associates, David Lippe of Cyclone Energy Group, Library Attorney Roger Ritzman, Recording Secretary Jodi Baxter

**TOWN HALL:** None

**REVIEW OF REQUEST FOR QUALIFICATIONS SUBMISSIONS**

Five proposals were received in response to the Board's Request for Qualifications. An invitation was extended to each of the five companies, with representatives from two companies present.

Attorney Ritzman reviewed the evaluation and selection process with the Board.

Presentations were made by the following two firms:

- 1) Stephen Zehr of Grumman/Butkus Associations, Evanston, Illinois;
- 2) David Lippe of Cyclone Energy Group, Chicago, Illinois

The Board concluded that additional time is needed to thoroughly review the five proposals. President Barry directed the Trustees to submit their rubric charts to Director Nance prior to the January Board meeting.

**TOWN HALL:** None

**ADJOURNMENT:** There being no further business, Trustee Hopkins made a motion to adjourn the meeting. Trustee Bucaro seconded the motion, and the motion was approved. The meeting adjourned at 6:46 p.m.