

BARTLETT PUBLIC LIBRARY DISTRICT
COMMITTEE OF THE WHOLE
MINUTES

MONDAY, SEPTEMBER 16, 2024

6:00 p.m.

Location: Meeting Room, Bartlett Public Library District
800 S. Bartlett Road, Bartlett, IL

CALL TO ORDER: The meeting was called to order by President Deyne at 6:00 P.M.

ROLL CALL: Peggy Deyne, President; Peggy Bucaro, Vice President; Dave Barry, Treasurer; Monica Boyer, Lynn DeSmidt, Joseph A.J. Olsen, Trustees. Absent: John Sias, Secretary.

STAFF PRESENT: Mallory Knapp, Acting Director/Assistant Director; Katie Converse, HR Generalist; Larry Siegel, Facilities Manager; Mary Prohaska, Circulation Manager.

PUBLIC PRESENT: Dan Pohrte and Tiffany Nash, Product Architecture + Design.

TOWN HALL: None.

AGENDA:

1. Space Needs Assessment Board of Trustees Focus Group

Dan Pohrte and Tiffany Nash from Product Architecture + Design presented information regarding their space needs assessment of the library and the results from the staff focus group in addition to sharing examples of projects they have completed in other libraries.

President Deyne inquired how often clients have come back after completion and said that it was not working for them. Tiffany Nash stated that it's more often a furniture layout issue and has learned since their first project.

Trustee DeSmidt inquired if Product Architecture + Design has ever initiated a computerized catalog and checkout for Library of Things as she had recently attended the Schaumburg Library open house. Dan Pohrte and Tiffany Nash stated that their firm completed the space. Dan Pohrte stated that the goal is more interaction with Library of Things, and it allows it to be organized in a different way.

Trustee Olsen asked Tiffany Nash and Dan Pohrte if they feel that this space needs assessment must be within the footprint

of the library that currently exists. Dan Pohrte stated that the firm will provide different levels of schemes from the least amount of construction to schemes with expansion ideas. Trustees expressed there should not be any limiting factors such as the expansion of the facility which comes later in the process. Trustees also expressed that alternative energy sources shouldn't be ruled out in the consideration process.

Trustee Olsen inquired on how the firm plans on involving the community. Dan Pohrte stated that the initial meeting has taken place with the company that completes the community surveys and now a meeting between all three parties is being planned.

Treasurer Barry stated that he would like open-ended questions on the survey that is sent out to the community. Dan Pohrte stated that the questions on the survey are generated and reviewed with the library prior to being sent out to the community.

Trustee DeSmidt stated that she would like to see technology brought in and community members being exposed to this technology that they may have not been exposed to previously. Trustee DeSmidt would like to bring diversity into the library and be a vibrant center of knowledge and innovation.

Vice President Bucaro stated that there will be limitations on time, space, and money and inquired what the firm will do to handle those issues. Dan Pohrte states that their firm will provide different floor plans with different degrees and construction.

President Deyne inquired if there would be a partnership with the Village and local schools with the community survey so there is a larger pool of responses. Dan Pohrte stated that this is up to the library.

Trustee DeSmidt made a statement regarding the privacy of the study rooms and library furniture that is uncomfortable. Tiffany Nash stated that when it is time to select furniture a designated focus group of people of different ages and sizes and furniture can be sent to the library for the community to test as well.

Trustee Olsen stated that it is important to connect with all the aspects of the community through the survey. Trustees stated that the Board would have a say in which the community survey was conducted and questions to be included. The consultants acknowledged that Trustees would be involved.

President Deyne inquired what next steps are for the library. Dan Pohrte stated that a meeting will be set up between the library and the survey company and then a proposal will be provided to the library for review and signature.

Trustee Olsen inquired what the timeline will be for the project. Acting Director/Assistant Director Mallory Knapp stated that a space needs assessment has not been done in a while so the library should take its time on this project. Dan Pohrte stated that now that a meeting with staff, management team, and Board of Trustees has been completed the firm will start drawing schemes.

Trustee DeSmidt stated that she would like to see the videos gone and that it should be a display advertising for programs or different themes. Trustee DeSmidt commented that it is crowded in this area, and it is hard for the staff to greet patrons coming into the library.

Trustee Boyer inquired about staff workspaces and how this issue will be resolved. Dan Pohrte stated that it is an issue of reorganizing departments in addition to workstations not being the correct size.

Trustee Boyer inquired about vinyl versus cloth material for seating. Tiffany Nash and Dan Pohrte stated that they do not use cloth material for seating.

Trustees expressed their ideas and goals for the space needs assessment with a strong focus on community engagement and the anticipated community survey.

TOWN HALL: None.

Roll Call for Adjournment – Yes: Barry, Bucaro, DeSmidt, Olsen, Boyer, Deyne. Absent: Sias.

Meeting adjourned at 6:53 P.M.