

Board of Trustees of Northeastern Illinois University

Finance, Buildings and Grounds Committee  
**Special Meeting Minutes**

September 13, 2021

A special meeting of the Finance, Buildings and Grounds Committee of the Board of Trustees of Northeastern Illinois University was convened in the Student Union Golden Eagles Room located at 5500 N. St. Louis Avenue, Chicago, IL and by video conference on Monday September 13, 2021. Sherry Eagle, chair of the committee called the meeting to order at 1:00 p.m.

**Roll was called and the following Trustee committee members were present via video conference:** Carlos Azcoitia and Sherry Eagle. Charlie Serrano joined the meeting at 1:18 p.m.

**Other Trustees present via video conference:** Jim Palos and Jonathan Stein

**Also present on site:** Gloria Gibson, President; Karl Voigt, Assistant Secretary to the Board; vice presidents; staff; and members of the university community

**Also present via video conference:** Mary Pat Burns, Board Counsel; and Peter Land, Interim University Counsel

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**Opportunity for Public Comment**

Trustee Eagle announced the opportunity for public comment in accordance with P.A. 91-0715. There were no requests to speak.

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**Chair's and President's Remarks**

Trustee Eagle offered her congratulations to everyone for successfully launching the fall term, and best wishes to students in their studies. President Gibson welcomed everyone and thanked the staff for their work in preparation for today's meeting.

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**Purchases of \$100,000 or Greater: Branding, Wayfinding and Signage QBS**

Trustee Eagle introduced this item that was originally on the committee's August 23 meeting agenda, but was moved to a special meeting in order for the committee to obtain more clarity on the project's timeline and deliverables.

Chair Palos, seconded by Trustee Serrano moved to approve the project in its entirety as presented.

Discussion: In the intervening time since the August 23 committee meeting where this item was originally presented, the President and the administration worked to provide additional information, clarity, and context for the project to the Trustees. Trustees and staff engaged in a lengthy, spirited discussion about the proposal. Both parties agree that the first project should be the monument sign at the El Centro location. Trustees remained focused on the maximum cost and length of the project, the details of the legal documents, and the state's procurement process for services. The final request from Trustees was to receive from vendors an outline that will provide a timeline of project deliverables. Additionally, they asked to create separate indoor only and outdoor only signage program proposals, consistent with desired timelines, costs, and deliverables.

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Roll was called and the vote was as follows:

Azcoitia: No            Eagle: No            Serrano: Yes            Palos: Yes

The motion is defeated.

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**Update on the Real Estate Broker RFP**

Director of Purchasing, Vicky Sanitago, provided an update on the RFP for Real Estate Broker Services. The recent RFP received no responses. The university is modifying its RFP for re-release on September 13 for four weeks. A committee will score vendor proposals, conduct interviews, and the recommended proposal will be presented to the board for approval at its January 2022 committee meeting. Trustees expressed their disappointment with the continued delays and asked questions about the RFP process, and discussed what measures the university will be taking to ensure vendor responses.

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**Old or New Business**

Trustee Eagle asked if there was any old or new business to bring before the committee. None was raised. There was no further business.

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**Motion to Adjourn**

At 2:30 p.m. Trustee Azcoitia, seconded by Trustee Serrano moved to adjourn the meeting. The meeting was adjourned by acclamation.

Respectfully submitted,

Sherry Eagle, Chair of the Committee  
Karl Voigt, Assistant Board Secretary  
Approved September 23, 2021