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## AGENDA

**Standing Committee on Facilities • Board of Library Trustees • Batavia Public Library District**

### *Special Meeting*

Thursday • 8 October 2020 • 6:00 p.m.

MEETING WILL TAKE PLACE VIA ELECTRONIC MEANS

Batavia Public Library • 10 South Batavia Avenue • Batavia

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### NOTICE

Governor Jay Robert “JB” Pritzker issued a “Gubernatorial Disaster Proclamation” in relation to novel coronavirus disease 2019 (COVID-19) on 9 March 2020, which was most recently extended for 30 days on 18 September 2020.

This meeting of the Standing Committee on Facilities of the Board of Library Trustees will be held without a quorum of Trustees physically present—the Committee will conduct the meeting with all Trustees attending remotely via electronic means—and is authorized by the Governor pursuant to “Executive Order 2020–07 in Response to COVID-19 (COVID-19 Executive Order No. 5)” (16 March 2020) and the Government Emergency Administration Act (Public Act 100–0640; eff. 6/12/20).

Due to the electronic nature of this meeting, which will take place on the Zoom platform, visitors may monitor this meeting by notifying the Library at [OpenMeetings@BataviaPublicLibrary.org](mailto:OpenMeetings@BataviaPublicLibrary.org) to receive a link to join the meeting. In order to avoid (or address) unanticipated technical issues, please notify the Library well in advance of the meeting.

Please submit comments to the Standing Committee on Facilities via email to

[OpenMeetings@BataviaPublicLibrary.org](mailto:OpenMeetings@BataviaPublicLibrary.org) and include your name, address, and telephone number. Please be advised that, due to the electronic nature of the meeting, such comments will be read aloud individually.

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1. **Call to Order**
  2. **Call the Roll**
  3. **Approve the Agenda** {ROLL CALL VOTE}
  4. **Approve the Minutes:** Special Meeting, Thursday, 3 September 2020 (ACTION ITEM) {ROLL CALL VOTE}

STATEMENT OF MISSION: The mission of the Batavia Public Library is to provide and ensure access to materials and services to meet the lifelong learning needs of residents and organizations, as well as to create a welcoming place to gather, exchange ideas, and participate in cultural events.

STANDING COMMITTEE ON FACILITIES: The focuses of the Facilities Committee are building & grounds, technology, and related policies and services. This committee generally (but not exclusively) has an internal approach; that is, its work is directed to the physical library and its campus.

5. **Façade Repairs** (Building Technology Consultants Inc.; Project No. 20–553) (ACTION ITEM) {ROLL CALL VOTE}
6. **Annual Schedule of Capital Projects** (DISCUSSION and/or ACTION ITEM) {ROLL CALL VOTE}
7. **Telephone System Consulting Services** (DISCUSSION and/or ACTION ITEM) {ROLL CALL VOTE}
8. **Future Agenda Items** (REPORT)
  - Chiller System (Elara Energy Services Inc. d/b/a Elara Engineering; Project No. 20181) (Special Meeting on Thursday, 12 November 2020)
  - Technology Plan (March 2021)
  - Walk the Property
  - Technology Advisory Committee
  - Capital Asset Study
  - Proper Storage for Paintings and Other Works of Art when Not on Public Display
  - Kane County Bike-Share System (City of Batavia, Illinois) (October / November 2020)
9. **Comments from the Committee**
10. **Next Meetings or Events**
  - a. *154th Anniversary of Library Service in Batavia (October 1866–2020), October 2020*
  - b. {NEW} *TeenTober (formerly Teen Read Week™ in October and Teen Tech Week in March), October 2020 — launched in 2019 to celebrate teens and teen services in libraries*
  - c. *Columbus Day (Observed) (2nd Monday in October), Monday, 12 October 2020, Library Open [F]*
  - d. *Board of Library Trustees (Regular Meeting), Tuesday, 20 October 2020, 7:00 p.m., Elizabeth L. Hall Conference Room*
  - e. *ILA Annual Conference (Virtual Conference), Tuesday–Thursday, 20–22 October 2020*
  - f. *Daylight Saving Time Ends (Standard Time Resumes) at 2:00 a.m. (1st Sunday in November), Sunday, 1 November 2020*
  - g. *General Election Day (in even-numbered years, the Tuesday after the first Monday in November), Tuesday, 3 November 2020, Library Open [I, as both “General Election Day” (205 ILCS 630/17) and “2020 General Election Day” (Public Act 101–0642; 10 ILCS 5/2B-10; eff. 6/16/20), a new, one-time state holiday]*
  - h. *Fall Children’s Book Week (since 2019), Monday–Sunday, 4–10 November 2020 — “A great nation is a reading nation.”—Melcher — 2020 Theme: Read. Dream. Share. [Note: In a story fraught with irony, the original Children’s Book Week was moved from November to May in 2008.]*
  - i. ***Standing Committee on Facilities, Thursday, 12 November 2020, 7:00 p.m. (or immediately following the Standing Committee on Outreach), Elizabeth L. Hall Conference Room, Batavia Public Library — Note revised date!***
  - j. *International Games Week, Sunday–Saturday, 8–14 November 2020 — launched in 2008 to focus on the social and recreational side of gaming*
  - k. *Veterans Day, Wednesday, 11 November 2020, Library Open [F]*
  - l. *Board of Library Trustees (Regular Meeting), Tuesday, 17 November 2020, 7:00 p.m., Elizabeth L. Hall Conference Room*
  - m. *Thanksgiving Eve, Wednesday, 25 November 2020, Library Closed at 5:00 p.m.*
  - n. *Thanksgiving (4th Thursday in November), Thursday, 26 November 2020, Library Closed [F]*
  - o. *Day after Thanksgiving, Friday, 27 November 2020, Library Open*
  - p. ***Standing Committee on Facilities, Thursday, 3 December 2020, 7:00 p.m. (or immediately following the Standing Committee on Outreach), Elizabeth L. Hall Conference Room, Batavia Public Library***
  - q. *Board of Library Trustees (Regular Meeting), Tuesday, 15 December 2020, 7:00 p.m., Elizabeth L. Hall Conference Room*

- r. Christmas Eve, Thursday, 24 December 2020, Library Closed*
- s. Christmas, Friday, 25 December 2020, Library Closed [F]*
- t. New Year's Eve, Thursday, 31 December 2020, Library Closed at 12:00 noon*
- u. New Year's Day, Friday, 1 January 2021, Library Closed [F]*

11. **Adjournment** {ROLL CALL VOTE}

