

**CHATHAM AREA PUBLIC LIBRARY DISTRICT**  
**SPECIAL BOARD MEETING MINUTES**  
Monday, November 2<sup>nd</sup>, 2020 7:00 PM

**I. Board Meeting Called to Order**

Board President M. Roubitchek called the meeting to order at 7:03 p.m. The following Board members were present: D. Holden, C. Moore, J. Moore and C. Westerlund. Board members who were absent: E. Bolinger and L. Ross.

**II. Recognition of Visitors/Public Comments**

**No members of the public were present.**

**III. Unfinished Business**

**A. Stage Determination for Library building access during Region 3 mitigation/APPROVAL**

Board President Roubitchek outlined the current mitigation tier 1 that Region 3 is now currently in. He asked for the board to consider what stage the library should be in if there were no mitigations, tier 1 mitigation and tier 2 mitigations. He suggested that we under no mitigations, we move to the “Grab & Go” model. If we are under tier 1 mitigation, we remain with “Lobby & Lab.” For tier 2 mitigation, the library should provide access to the Lobby, with additional restrictions on the computer lab, to follow current mitigation outlines provided by the State of Illinois.

**A motion to outline the service model that was highlighted by M. Roubitchek was made by C. Moore and seconded by J. Moore. A roll call vote was conducted and the motion was unanimously approved.**

**A. Other**

There was no other unfinished business to discuss.

**IV. New Business**

**A. HVAC Repairs /APPROVAL**

Director Byers explained that two of the HVAC units were in need of repair. One unit serves the gallery space needs a power exhaust motor/fan. The other unit serves the main library space needs a new heat exchanger. Together, the cost to repair both units is \$5,992.00.

**A motion to approve the repair of the two HVAC units was made by D. Holden and seconded by J. Moore. A roll call vote was conducted and the motion was unanimously approved.**

**B. Other**

There was no other new business to discuss.

**V. Announcements**

**A. Next Board Meeting: November 16<sup>th</sup>, 2020**

**B. April 2021 Consolidated Election: Packets are available for pickup**

**VI. Adjournment**

**A motion to adjourn was made at 7:32 by C. Westerlund and seconded by D. Holder. The motion was approved.**