

Kankakee Public Library
March 21st, 2023
Board Meeting Minutes

The meeting of the Kankakee Public Library Board of Trustees began at 5:30 p.m.

ROLL CALL

Present: Bruce Conway, Mike Gall, Kent Wade, Liz Barbosa, Bonnie Brewer, Vena Burkes, Michael Costanza, Geraldine Adams arrived at 5:51pm.

Absent: Ruth Hatcher

Also present were: Allison Beasley, Library Director and Vicki Forquer, Assistant Director

Review of Minutes: The January 2023 minutes were reviewed. A motion was made by Burkes to approve the minutes and seconded by Costanza. The minutes were approved unanimously.

Public Comments: There was no public comment.

Communications: The charging stations have experienced high usage and there have been no issues. Mr. Conway asked what the protocol is for addressing book challenges.

Bills and Invoices and Financial Report: The board reviewed the bills and invoices for the month of February. Wade moved to accept the library bills and invoices; Burkes seconded the motion and the library bills and invoices were accepted unanimously. The partnership bills and invoices were also reviewed. Gall motioned to accept the bills and invoices; Costanza seconded and the board approved unanimously.

Director's Report: Ms. Beasley reported the following: Explained that the library now has a contract in place with the cleaning service, Silver Broom. Ms. Beasley and Ms. Forquer reviewed the contract with the owner Leo Lopez and confirmed the cleaning of the various Library spaces.

Ms. Beasley presented the idea of having a second Assistant Director which would head up Library Engagement. This role would entail staff mentoring, recruiting, partnering with community businesses and organizations, as well as heading up a Diversity, Equity, and Inclusion committee.

Mr. Conway requested that no ARPA funds be depended on for this position. Ms. Beasley will be reviewing the budget to account for funding of this position.

Unfinished Business: There was no unfinished business.

New Business: A correction from 4.5 hours to five hours was brought to the board's attention for the amount a time an Assistant Supervisor can be in charge of the building. This accounts for Assistants to be able to provide coverage for Saturday supervising. A motion was made by Burkes to approve the correction and seconded by Costanza.

A list of library partnerships was presented to the board for review. No changes were recommended.

Executive Session: Executive session was not needed.

There being no additional business, Ms. Burkes motioned to end the meeting ended at 6:45pm. Minutes submitted by Vicki Forquer.