

**Kankakee Public Library**  
**Board of Trustees Meeting**  
**January 17, 2023**  
5:30pm – 3<sup>rd</sup> Floor Meeting Room  
**ORDER OF BUSINESS**

- I. Call to Order/Roll Call (motion)
- II. Minutes (motion)
  - A. December 20<sup>th</sup> meeting minutes
- III. Public Comment (5 minute limit)
- IV. Communications
  - A. December statistics (new format)
  - B. Featured Department: Circulation presentation (20 mins total)
- V. Bills and Invoices (motion)
  - A. KPL checks
  - B. KEP checks
- VI. Financial Report
  - A. Review of KPL and KEP budget and accounts
- VII. Director's Report
  - A. Budget
    - i. Final tax disbursements
  - B. Building and Grounds
    - i. Darnell Davis taking over maintenance and repair building issues
    - ii. Auditorium and Camille's office carpets cleaned
  - C. Personnel
    - i. Darnell Davis new Operations and Building Support Supervisor
    - ii. Two new Assistant I's to be hired this month
    - iii. Adult Services job postings
    - iv. Assistant Director job opening to be posted in January/February
  - D. Programs
    - i. MSMF
    - ii. YS + AS programming
    - iii. Outreach
  - E. Other
    - i. Liz Barbosa to be named to library board
    - ii. KPL featured in NYTimes
- VIII. Unfinished Business
- IX. New Business
  - A. Teen Zone Naming (motion)
- X. Executive session as needed (motion)
  - A. An executive session will not be needed
- XI. Adjournment (motion)

**NOTE: If you will be unable to attend, please call Ms. Beasley at the Library 815.939.4564. Five members comprise a quorum; a quorum is necessary to conduct business.**