

**Kankakee Public Library**  
**Board of Trustees Meeting**  
**February 21, 2023**  
5:30pm – 3<sup>rd</sup> Floor Meeting Room  
**ORDER OF BUSINESS**

- I. Call to Order/Roll Call (motion)
- II. Minutes (motion)
  - A. January 17<sup>th</sup> meeting minutes
- III. Public Comment (5 minute limit)
- IV. Communications
  - A. Featured Department: Adult Services presentation (20 mins total)
  - B. Approved room waivers: Aunt Martha's and IDES
  - C. January statistics
- 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. On target for 79% of the way through fiscal year
  - B. Building and Grounds
    - i. Supervisor Davis
    - ii. Patrons experiencing homelessness
    - iii. New cleaning contract needed
  - C. Personnel
    - i. Assistant Director job opening posted
    - ii. Two never AS Assistant II's: Samantha Brittain + Brittney Lane
    - iii. One new SS Assistant I: Dakota Meyer
  - D. Programs
    - i. YS First Taste collab
    - ii. RBJ TZ naming and mural unveiling, Feb. 28
    - iii. AS Catholic Charities collab
  - E. Other
- VIII. Unfinished Business
- IX. New Business (motion)
  - A. Aunt Martha's partnership request
  - B. TV surplus
- 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.**