

**Kankakee Public Library December 19<sup>th</sup>, 2023  
Board Meeting Minutes**

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

**ROLL CALL**

**Present:** Vena Burkes, Bruce Conway, Ruth Hatcher, Mike Gall, Michael Costanza, Bonnie Brewer, Geraldine Adams, Liz Barbosa

**Absent:** Kent Wade

**Also present were:** Allison Beasley, Library Director, Camille Rose, Assistant Director of Library Engagement, Vicki Forquer, Assistant Director of Library Resources and Korie Worth, Business Manager

**Review of Minutes:** The November 2023 minutes were reviewed. Burkes motioned to approve the minutes and Gall seconded; the board approved unanimously.

**Public Comments:** There was no public comment.

**Communications:** The board was given the statistics for the month. Ms. Beasley noted one new outreach stop has been added. The board was informed of the recent conference Hannah Swale and Heather Young attended and presented at. The Library received a thank you card from Aunt Martha's.

**Bills and Invoices and Financial Report:** The board reviewed the bills and invoices for the month of November. Costanza motioned to approve the bills and invoices and Adams seconded; the board approved unanimously. The board also reviewed the bills and invoices for the Kankakee Events Partnership. Burkes motioned to approve the bills and invoices and Brewer seconded; the board approved unanimously.

**Director's Report:** Ms. Beasley informed the board on the following: The budget is on target with where the fiscal year is; planning for next fiscal year has started. It is expected rental income will go down with the loss of the fourth floor but the rent expense will decrease as well. The company taking over the fourth floor is hoping to take it on sooner than expected; the staff is supportive. Discussion was held. Adult Services has hired Aaron Raschka and Mary Bass is currently conducting interviews for an open position in Youth Services. The Lion Wreathing and Winter Market programs were both successful and saw great turnout. Ms. Beasley summed up the Library's year in review.

**Unfinished Business:** There was no unfinished business.

**New Business:** The board was informed on the Paid Leave for All Workers act and how the City will be handling the law. The board was given policy updates with new wording. Burkes motioned to approve the updates and Adams seconded; the board approved unanimously. The board was asked to surplus excess toner. Hatcher motioned to approve the request and Gall seconded; the board approved unanimously.

**Executive Session:** There was no executive session.

Gall motioned to adjourn at 6:20 p.m.

Minutes respectfully submitted by Korie Worth.