

**Kankakee Public Library  
December 20<sup>th</sup>, 2022  
Board Meeting Minutes**

The meeting of the Kankakee Public Library Board of Trustees began at 5:33 p.m.

**ROLL CALL**

**Present:** Bruce Conway, Mike Gall, Bonnie Brewer, Kent Wade, Michael Costanza

**Absent:** Geraldine Adams, Vena Burkes, Ruth Hatcher

**Also present were:** Allison Beasley, Library Director; Korie Worth, Business Manager

**Review of Minutes:** The November 2022 minutes were reviewed. A motion was made by Gall to approve the minutes and seconded by Wade. The minutes were approved unanimously.

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

**Communications:** The board was informed of the following: Two room waivers were approved by Mr. Bertrand before his departure. The statistics are holding steady overall. Ms. Beasley informed she will be changing how the statistics are presented in the future. The highlighting of departments will continue at the next board meeting.

**Bills and Invoices and Financial Report:**

Mr. Wade moved to accept the bills and invoices; Mr. Costanza seconded the motion and the bills and invoices were accepted unanimously.

**Director's Report:** Ms. Beasley reported the following: The library's lawyer has learned it is not possible for the first three floors of our building to be exempt from paying property taxes. Ms. Beasley has discussed the situation with Mayor Curtis and Elizabeth Kubal. They did inform the exemption can be put in place when the City takes ownership of the building in 2028. They also discussed the next steps for getting through FY23/24. Ms. Kubal asked Ms. Beasley for an estimated budget for the library for next year. The City is currently working on the levy and having the budget this early will allow them to factor in what we'll need. The board was given a job description for a new position, Operations Supervisor. The new position would merge the Support Services Supervisor position with someone who manages the growing building repairs. There are currently two Assistant I positions open. The annual lion wreathing saw a great turnout. Celia Greer held a pretty tough/man up event that went well; she has also been hosting the corner jams that have been incredible.

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

**New Business:** The board looked at the job description for the Operations Supervisor. There was discussion on the starting salary and job details. Ms. Brewer motioned to approve the new position and Mr. Gall seconded. The board passed unanimously. The board was asked to modify the holiday policy, there was some wording to be added. Mr. Wade motioned to approve and Ms. Brewer seconded the motion; the board passed unanimously. A list of items to be surplused was presented. Mr. Wade motioned to approve the surplus list and Mr. Gall seconded. The board approved unanimously.

**Executive Session:**

Executive session was not needed.

There being no additional business, Mr. Gall moved to adjourn; the meeting ended at 6:24 p.m.