

**Kankakee Public Library**  
**Board of Trustees Meeting**  
**March 16, 2023**  
5:30pm – 3<sup>rd</sup> Floor Meeting Room  
**ORDER OF BUSINESS**

- I. Call to Order/Roll Call (motion)
- II. Minutes (motion)
  - A. February 21<sup>st</sup> meeting minutes
- III. Public Comment (5 minute limit)
- IV. Communications
  - A. February 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. ARP funds received
  - B. Building and Grounds
    - i. New COVID shields
    - ii. New cleaning contract
  - C. Personnel
    - i. Vicki Forquer, current Assistant Director
    - ii. Splitting Assistant Director Role
  - D. Programs
    - i. RBJ TZ naming and mural unveiling, Feb. 28
    - ii. YS Homework Help and Reading with Mavis
    - iii. AS BINGO and living history program
  - E. Other
    - i. Charging stations
- VIII. Unfinished Business
- IX. New Business (motion)
  - A. Assistant Director Proposal: Splitting Into Two Positions
  - B. Assistant Supervisors 5 hours (instead of 4.5 hours) (motion)
  - C. Review Current Partnerships
- 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.**