

**Kankakee Public Library May 17, 2022  
Board Meeting Minutes**

The meeting of the Kankakee Public Library Board of Trustees began at 5:34 p.m.

**ROLL CALL**

**Present:** Bonnie Brewer, Ruth Hatcher, Vena Burkes, Bruce Conway, Kent Wade, Michael Costanza

**Absent:** Geraldine Adams, Mike Gall

**Also present were:** Stephen Bertrand, Library Director, Allison Beasley, Assistant Director, Korie Worth, Business Manager

**Review of Minutes:** The April minutes were reviewed. Ms. Brewer made a motion to approve the minutes and Mr. Costanza seconded the motion. The board approved the minutes unanimously.

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

**Communications:** The board was given the April statistics to review. Mr. Bertrand informed the board about a new bill that, if signed by the governor, would require any board vacancies to be filled within 90 days.

**Bills and Invoices and Financial Report:** The board reviewed the bills and invoices for the month of May. Mr. Costanza motioned to approve the bills and invoices and Ms. Burkes seconded. The motion passed unanimously.

**Director's Report:** Mr. Bertrand presented the two budget reports to the board; one for April and one for May. Fiscal Year 21-22 ended with the library spending 1% more than expected, but also taking in 2.63% more income than budgeted. Ms. Beasley and Mr. Bertrand attended the ARPA hearing and presented the library request. The members voted to table it. Mr. Bertrand and Ms. Beasley will be reaching out to the alderman to see if there are any questions they can answer. The Kankakee Kultivators are planting in the reading garden. The library has agreed to employ four young people supplied by the Summer Youth Job Program which is run by the city's Human Resource Department. The Youth Services Department has seen great numbers at their programs. The library has provided space for the Lawyers in the Library program hosted by Prairie State Legal. Fine Free April was a success, a handful of items came back in good condition and can be returned to the shelves. Mr. De Oliveira decided to step down from the board after nine years of service.

**Unfinished Business:** The board discussed the idea of a search committee to find Mr. Bertrand's replacement.

**New Business:** The budget continuing resolution was motioned to be approved by Ms. Hatcher and seconded by Ms. Brewer. The board approved unanimously. A policy update request was made to the board. It would change the capacity of small meeting rooms to ten. Ms. Burkes motioned to approve the updated policy and Mr. Wade seconded the motion. The board approved unanimously. A second policy change request was made to the board. The policy would increase the Adult Services internet time to four hours per day and remove the \$1.00 fee. Ms. Burkes motioned to approve the update and Mr. Wade seconded. The board approved unanimously. The board was presented with updated job descriptions of the supervisors and assistant director. Mr. Wade motioned to table the approval of these and Ms. Burkes seconded. The board approved unanimously.

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

Ms. Hatcher motioned to adjourn. The meeting ended at 6:55  
Minutes respectfully submitted by Korie Worth.