

**Kankakee Public Library February 18<sup>th</sup>, 2025**  
**Board Meeting Minutes**

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

**ROLL CALL:**

**Present:** Bruce Conway, Mike Gall, Kent Wade, Michael Costanza, Vena Burkes, Liz Barbosa, Bonnie Brewer, and Geraldine Adams arrived at 5:38pm.

**Absent:** Ruth Hatcher

**Also present were:** Allison Beasley, Library Director, Vicki Forquer, Director of Library Resources, Korie Worth, Business Manager

**Review of Minutes:** The December minutes were reviewed. Burkes made a motion to approve the minutes and Gall seconded the motion. The board approved the minutes unanimously.

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

**Communications:** Director Beasley presented the January and February statistics to the board. The statistics now reflect the number of notarized documents completed by the notaries on staff. The board was also given the staff newsletter.

**Bills and Invoices and Financial Report:** The bills and invoices for the previous two months were presented. Gall motioned to approve the January bills and invoices for the library and Burkes seconded. The board approved unanimously. The January partnership bills and invoices were presented. Costanza motioned to approve and Brewer seconded. The board approved unanimously. The February bills and invoices for the library were presented. Burkes motioned to approve and Wade seconded. The board approved unanimously. The February partnership bills and invoices were presented. Wade motioned to approve and Burkes seconded. The board approved unanimously.

**Director's Report:** The following was reported for the month of January: The library has received slightly more in property taxes than originally budgeted for. The holiday season has ended and the library is having a storage issue without the 4<sup>th</sup> floor. The City has taken some of our decorations but ultimately, they are out of space. A long-term solution will be needed in the next few years. Black History prep has started. The partnership event, wintersong, was held this month and saw about three hundred attendees.

The following was reported for the month of February: The library is on target with the budget being at about 80% spent. The Black History displays and décor look incredible throughout the library and the Taste of Soul Events are underway. Youth Services has been hosting local author talks with teens. The Friends of the Library hosted a staff Valentine's lunch. Adult Services is currently conducting interviews for their opening and Circulation will be posting for the outreach coordinator position.

**Unfinished Business:** Burkes completed the OMA training.

**New Business:** The board was given a list of surplus items. Wade motioned to approve the items; Costanza seconded. The board approved unanimously. The board was presented with the library partnership agreements that are reviewed once a year. Discussion was held about the list and information provided. Burkes motioned to approve the chart as presented; Gall seconded. The board approved unanimously.

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

Burkes motioned to adjourn at 6:15pm. Minutes respectfully submitted by Korie Worth.