

**Kankakee Public Library December 16<sup>th</sup>, 2025**  
**Board Meeting Minutes**

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

**ROLL CALL:**

**Present:** Mike Gall, Bruce Conway, Bonnie Brewer, Geraldine Adams, Elizabeth Barbosa

**Absent:** Vena Burkes, Ruth Hatcher, Michael Costanza

**Also present were:** Allison Beasley, Library Director, Camille Rose, Assistant Director of Library Engagement, Vicki Forquer, Assistant Director of Library Resources, Shanelle Robinson, Marketing Coordinator/Business Manager

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

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

**Communications:** Director Beasley presented the November statistics to the board, along with the Lions Pride staff newsletter. Conway asked about removing the curbside pickup spots in the parking lot, Director Beasley stated the spots are used for senior staff parking currently. A thank you card from Royce Cephus for her book signing event, and a Christmas card from a library patron were also presented to the board. Director Beasley presented a year in review for the 2025 Merchant Street MusicFest, including sales from tickets, merchandise, and beer. Attendance totals were counted around 3,971, and sponsorships received which totaled near \$100,000.

**Bills and Invoices and Financial Report:** The bills and invoices for November were presented to the board. Director Beasley gave the report on spending up to date, library income is doing well with 94% received. Library is 67% through fiscal year with 64% spent. Adams motioned to approve the bills and invoices for the library, Barbosa seconded. The board approved unanimously. Gall asked about yearly inspections on elevator, Director Beasley informed this was a FAID test year, that the law requires a FAID test every 5 years. Building management, Heritage Development, informed Beasley the January test would be costly due to various vendors required for assessment/repairs. Conway inquired about interest accumulated and paid in financial report, Director Beasley stated it is reported in year to date format. The November Kankakee Events Partnership bills and invoices were presented. Gall motioned to approve and Barbosa seconded. The board approved unanimously.

**Director's Report:** Director Beasley reported the following: 19<sup>th</sup> Annual Lion Wreathing and City Tree Lighting went well; library floors were decorated and festive. No Lunch n' Learn was held in November for staff instead mini Treat and Meet meetings with staff departments and Admin were held. Winter Market event went well with good attendance.

**Unfinished Business:** 2026 Non-Resident Fee price increase was revisited for review after updates to text. This is the second increase on the price of Non-Resident cards needed to match taxpayer fees for library. Conway asked about patrons who may not be able to afford fee, Director Beasley informed that library offers resources to assist like Cards 4 Kids program, free Veterans cards, and reduced rates for Seniors. Assistant Director Forquer, noted that there was a discount rate offered for Non-Resident cards from a donation by EDF Renewables. Conway asked if the fees are accounted for in the Fine and Fees income in finances, Director Beasley confirmed it is. Barbosa motioned to approve and Gall seconded. The board approved unanimously. Director Beasley noted that board members and trustees are subject to OMA (Open Meetings Act) and must file within 90 days. Select people are to recertify annually, Burkes and Beasley.

**New Business:** There was no new business.

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

Gall motioned to adjourn at 6:20pm. Minutes respectfully submitted by Shanelle Robinson.