

**Kankakee Public Library October 21st, 2025
Board Meeting Minutes**

The meeting of the Kankakee Public Library Board of Trustees began at 5:30pm.

ROLL CALL:

Present: Vena Burkes, Mike Gall, Mike Costanza, Elizabeth Barbosa, Ruth Hatcher, Bonnie Brewer, Bruce Conway, Geraldine Adams, Kent Wade

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

Review of Minutes: The September 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: Presentations were given by Outreach Coordinator Latrina Green and Hispanic Outreach Coordinator Deisi Pizano on outreach efforts in the community. Director Beasley presented the September statistics to the board, and the Lions Pride newsletter.

Bills and Invoices and Financial Report: The bills and invoices for September were presented to the board. Burkes motioned to approve the bills and invoices for the library and Adams seconded. The board gave 8 approvals and 1 abstention by K. Wade. The September Kankakee Events Partnership bills and invoices were presented. Wade motioned to approve and Burkes seconded. The board approved unanimously. B. Conway inquired about large sum donation given to library, Director Beasley informed large donation was given by Kankakee Valley Genealogical Society. Director Beasley mentioned final payment received for MSMF sponsorship.

Director's Report: Director Beasley reported the following: The library received another property tax reimbursement. The elevator repairs and compliance have been finalized. Supervisor Bass has hired two part-time Youth Services Assistants. Director Beasley announced 4 substitute employees have been hired. Staff Lunch n' Learn was successful. Library staff attended ILA conference. Library switched to Microsoft 365 accounts for staff email. Kankakee Kay's apparel sales doing well. New guidelines given to staff regarding ICE interactions in library. New program Plugging in the People being held monthly on third floor.

Unfinished Business: There was no unfinished business.

New Business: K. Wade announced resignation from board, returning to library position. Board held vote to elect new Vice President to replace Wade. Floor opened for nomination, Hatcher nominated Burkes, Wade seconded. The board approved unanimously. Burkes elected Library Board Vice President. Board was presented with 2026 Holiday Closings for library. Wade motioned to approve holiday closings, Burkes seconded. The board approved holiday closings unanimously.

Executive Session: There was no executive session.

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