

Kankakee Public Library
201 East Merchant Street, Kankakee IL
Board of Trustees Meeting
July 19, 2022
5:30pm – 3rd Floor Meeting Room
ORDER OF BUSINESS

1. Call to Order/Roll Call (motion)
2. Minutes (motion)
 - a. June 21, 2022 meeting minutes
3. Public Comment (5 minute limit)
4. Communications
 - a. June 2022 statistics
 - b. *Family Bereavement Leave Act* memo
 - c. Per Capita award letter
 - d. Thank you to Vicki Forquer from Catholic Charities
5. Bills and Invoices (motion)
6. Financial Report
 - a. Review of library and Events Partnership budget and accounts
7. Director's Report
 - a. Budget
 - i. Creation of *Reserve Fund* account
 - ii. Per Capita grant down \$5,140
 - iii. No payroll invoice from the city this month
 - b. Personnel
 - i. Two Circulation Department candidates about going through hiring process
 - ii. Staff grateful for pay increase
 - c. Building and Grounds
 - i. Roland Johnson had cleaned floors in the auditorium and the gallery
 - d. Programs
 - i. Family Fun Day and other programs held in the library
 - ii. *Nurse in the Library* visits patrons at bingo
 - e. Other
 - i. Alex Quezada joins the board
8. Unfinished Business
 - a. None
9. New Business
 - a. Creation of *Reserve Fund* proposal (motion)
 - b. Approval of Illinois license plate sticker sales through Electronic License Service, LCC., approval of \$3.65 convenience fee and approval of access to the *General Fund* by ELS and the State of Illinois. (motion)
10. Executive session as needed (motion)
 - a. An executive session will not be needed
11. Adjournment (motion)

NOTE: If you will be unable to attend, please call Mr. Bertrand at the Library 815.939.4564. Five members comprise a quorum; a quorum is necessary to conduct business.