

Kankakee Public Library
201 East Merchant Street, Kankakee IL
Board of Trustees Meeting
November 21, 2017
5:30pm – 3rd Floor Meeting Room
ORDER OF BUSINESS

1. Call to Order/Roll Call (motion)
2. Minutes (needs approval)
 - A. October 17, 2017 meeting
3. Public Comment (5 minute limit)
4. Communications
 - A. Statistics for October 2017
 - B. PNG letter to Roland and PNG workers
 - C. Thank you note to Vicki Forquer
 - D. Thank you note to Ken Kesicki
 - E. Property tax income report
 - F. Items bought with surplus funds
5. Bills and Invoices (needs approval)
6. Financial Report
 - A. Review of library accounts
7. Director's Report
 - A. Budget
 - B. Personnel
 - C. Building and Grounds
 - a. Blinds
 - b. AV equipment
 - c. New lettering
 - D. Policies
 - E. Programs
8. Unfinished Business
9. New Business
 - A. 2018 Holidays
10. Executive session as needed (motion)
 - An executive session will be needed to discuss a specific staff member
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.