

Kankakee Public Library
201 East Merchant Street, Kankakee IL
Board of Trustees Meeting
February 20, 2018
5:30pm – 3rd Floor Meeting Room
ORDER OF BUSINESS

1. Call to Order/Roll Call (motion)
2. Minutes (needs approval)
 - A. January 16, 2018 meeting
3. Public Comment (5 minute limit)
4. Communications
 - A. Vicki Forquer comments about Adult Services and room rentals
 - B. Statistics for January 2018
 - C. Kim Bacon room waiver
 - D. Christel Dennison room waiver
 - E. Tocarra Eldridge-Robinson room waivers
5. Bills and Invoices (needs approval)
6. Financial Report
 - A. Review of library accounts
7. Director's Report
 - A. Budget
 - a. Surplus
 - B. Personnel
 - C. Building and Grounds
 - a. Shades
 - b. Key inventory
 - c. Broken front door
 - d. Cleaning
 - D. Programs
 - a. Wheeler Parker program
 - b. Program with mayor
8. Unfinished Business
9. New Business
 - a. New room pricing
 - b. Revised Business Manager job description
 - c. New Meeting Room Manager job description
10. Executive session as needed (motion)
- 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.