

Board Meeting Agenda

Portage Public Library Board of Trustees Meeting

April 10th, 5:30PM

Location: 704 Main Street, Portage, PA 15946

I. Call to Order

- Welcome
- Roll call of members present

II. Approval of Previous Meeting Minutes

- Review and approval of minutes from the previous board meeting

III. Public Comments

- Opportunity for members of the public to address the board (3-5 minutes per speaker)

IV. Director's Report (Submitted prior to the meeting)

- Library programs and events update
- Facilities maintenance and improvements
- Outreach and community engagement activities
- Discussion Points:
 - Candy Bar Display Case
 - Movie Licenses for the Library
 - 100th Anniversary
 - Woman's Club Request

V. Treasurers Report

- Financial report and budget update

VI. Old Business

1. Motion to approve _____ to the Board of Directors

VII. New Business

1. Motion to approve the Treasurer to open a fundraising account
2. Motion to approve moving \$40,000 from checking into a 6-month CD at the current rate.
3. Motion to approve the bid from _____ for the replacement of the downstairs door and frame. Note: A grant will be pursued first to fund this project before using Library funds.
4. Motion to approve the STEM Mini Grant Budget as presented by the Library Director.

5. Motion to approve the Pittsburgh Food Bank Summer Food Impact Grant Budget for \$500 as presented by the Library Director.
6. Motion to approve Mr. Beck to collect cans on property during April 27th and May 25th. Proceeds with benefit the Library.

VIII. Committee Reports

- Reports from any board committees (e.g., finance, personnel, fundraising)
 - Personnel Committee to schedule a meeting to review Behavior Policy and other policies that may need updated
 - Meeting Date and Time:
 - Fundraising Committee Report

X. Board Member Comments

XI. Executive Session (if needed)

- Discussion of confidential or personnel matters (if required)

XII. Next Meeting Date and Adjournment

- May 8th, 5:30PM at the Portage Public Library
- Adjournment of the current meeting

Note: The agenda is subject to change, and additional items may be added at the discretion of the Board President or with the consent of the majority of board members. **Board members are encouraged to review relevant documents and reports before the meeting.**