

## **Board Meeting Agenda**

### **Portage Public Library Board of Trustees Meeting**

**June 5th, 5:30PM**

**Location:** 704 Main Street, Portage, PA 15946

#### **I. Call to Order**

- Roll call of members present

#### **II. Executive Session**

- Discussion of Personnel Matter

#### **III. Approval of Previous Meeting Minutes**

- Review and approval of minutes from the previous board meeting

#### **IV. Public Comments**

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

#### **V. Director's Report (Submitted prior to the meeting)**

- Discussion on T-Mobile Hotspot materials
- Request for assistant with the Book Sale on June 15<sup>th</sup> or 17<sup>th</sup>
- Revisit previous conversation on the Board's decision at the Feb 24<sup>th</sup> meeting to not remove fines unless they were over six years old.
- Discussion on the library's 3D printer

#### **VI. Treasurers Report**

- Financial report and budget update

#### **VII. Old Business**

#### **VIII. New Business**

1. Motion to approve \_\_\_\_\_ as the District Advisory Council Representative.
2. Motion to approve \_\_\_\_\_ as the Social Media Coordinator for the Library.

#### **IX. Committee Reports**

- Reports from any board committees (e.g., finance, personnel, fundraising)

#### **X. Board Member Comments**

- Mrs. Smith's request for an update on the upstairs flooring
- Mrs. Smith's inquiry about a chair lift

#### **XI. Executive Session**

- Discussion of a personnel matter

#### **XII. New Business**

- Motion to accept employee #101 letter of resignation with regret effective June 15<sup>th</sup>, 2024 with permission to post the position.

### **XIII. Next Meeting Date and Adjournment**

- July 3<sup>rd</sup>, 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.**