

## **Board Meeting Agenda**

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

**Sept 4<sup>th</sup>, 5:30PM**

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

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

- 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)**

- Snow Removal Bids Discussion
- Question on empty lot planters
- Annual Fund Letter Discussion
- Maintenance of AC Unit inquiry
- Basket Raffle

#### **V. Treasurers Report**

- Financial report and budget update

#### **VI. Old Business**

#### **VII. New Business**

1. Motion to approve Library Director's request for a dehumidifier (\$264) and an 8 foot ladder (\$179).

#### **VIII. Committee Reports**

#### **IX. Board Member Comments**

#### **X. Executive Session – Personnel Discussion**

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

- Oct 2nd, 5:30 PM 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.**