

## **Board Meeting Agenda**

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

**Nov 1st, 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)**

- Highlighted by the Director

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

- Financial report and budget update

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

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

1. Motion to approve \_\_\_\_\_ to hold a Meet Santa event
2. Motion to approve the 2025 Budget
3. Motion to approve \_\_\_\_\_ to replace the side-door emergency lighting
4. Motion to approve \_\_\_\_\_ for online donations.
5. Motion to adjust operating hours to \_\_\_\_\_.

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

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

#### **X. Executive Session**

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

- Dec 4th, 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.**