

## **Board Meeting Agenda**

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

**February 5th, 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

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

- Financial report and budget update

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

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

1. Motion to approve the Library Director to pursue the PA Skill Charitable Giving Grant for the future project of \_\_\_\_\_.
2. Motion to approve the Library Director to pursue the Ronald McDonald House Grant for the future project of \_\_\_\_\_.
3. Motion to approve the Library Director to pursue the Dollar General Grant for the future project of \_\_\_\_\_.

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

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

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

#### **XI. Executive Session (if needed)**

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

- March 5<sup>th</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 Chair or with the consent of the majority of board members. **Board members are encouraged to review relevant documents and reports before the meeting.**