

Board Meeting Agenda

Portage Public Library Board of Trustees Meeting

May 1st, 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

1. Motion to approve the Behavior Policy as presented by the Personnel Committee

VII. New Business

1. Motion to approve the Summer Program at the Park.
2. Motion to approve the book sale proposal as presented by the Library Director.
3. Motion to approve _____ for the Work Study Position.
4. Motion to deposit the Community Foundation Endowment Fund money into the Fundraising Account to pay for the door project.
5. Motion to approve the purchase of an AED and training for the library staff, volunteers, and board members with the Lee Initiatives Grant.

VIII. Committee Reports

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

X. Board Member Comments

XI. Executive Session (if needed)

- Discussion of confidential or personnel matters (if required)

XII. Next Meeting Date and Adjournment

- June 5th, 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.**