



# PORTAGE LAKE DISTRICT LIBRARY

Board of Trustees - Regular Meeting  
Wednesday, November 19<sup>th</sup> 2025

I. Roll Call

Sylvia Matthews		Lora Repp		Jennifer Donavon		Gloria Melton	
Joanna Chopp		Will Cantrell		Tim Scarlett			

\_\_\_\_\_ Guest \_\_\_\_\_ Guest \_\_\_\_\_ Guest

II. Opportunity for Public to Address the Board/Board Correspondence

III. Approval/Additions to the Agenda

IV. Approval of Minutes

V. Reports and Committee Business

A. Co-Interim Director Report - Susan Autio

B. Financial Report – Business Manager/Co-Interim Director - Fawn Lucero

C. Library Staff Department Heads Reports

1. Youth Services Coordinator – Catie Gardner

D. Staff Input

VI. Board Committee Updates and Discussion

A. Budget Committee -

B. Personnel Committee - Director Search updates, December 26<sup>th</sup> Closure

C. Policy Committee -

D. Building Committee -

E. Funding Committee -

VII. Old Business

1. MIClass Registration complete

VIII. New Business

1. Holiday Closure Dates For 2026

2. Holiday Staff Bonuses

IX. Opportunity for Public to Address the Board (Optional)

X. Adjournment

XI. Date of next meeting: January 28, 2026