PORTAGE LAKE DISTRICT LIBRARY

Board of Trustees Meeting
Wednesday, October 28, 2026, at 7:00 pm
Amended Agenda

I. Roll Call

Sylvia Matthews		Lora Repp		Allison Neely		Courtney Hohnholt	
Joanna Chopp		Will Cantrell		Tim Scarlett			

_____ Guest _____ Guest _____ Guest

_____ Guest _____ Guest _____ Guest

II. Oath of Office for New Board Member

III. Opportunity for Public to Address the Board/Correspondence (5 min.per person/ 30 minutes total)

IV. Approval/Additions to the Agenda

V. Approval of Minutes

VI. Approval of Unaudited Monthly Expenditures

VII. Reports and Committee Business

- A. Director
- B. Business Manager Financial Report
- C. Hancock Library Manager
- D. Library Staff Department Head Reports

VIII. Board Committee Reports and Discussion

- A. Budget Committee
- B. Personnel Committee
- C. Policy Committee
- D. Building Committee – Insurance Appraisal
- E. Fundraising Committee

IX. Old Business

- A. Carpet Installation
- B. L-4029 Form
- C. Co-Interim Directors' Status

X. New Business
   A. Temporary Employee Status
   B. Committee Membership
   C. Joint Board Meeting with Hancock Area District Library Board
   D. Transfer of funds from MI Class to Money Market Account
   E. Incident Report – Indefinite Suspension of Access

XI. Opportunity for Public to Address the Board (optional, unlimited)

XII. Date of Next Meeting: Wednesday, November 18, 7:00PM, 2026

XIII. Adjournment