PORTAGE LAKE DISTRICT LIBRARY

Board of Trustees Meeting
Wednesday, September 23, 2026, at 7:00 pm

I. Roll Call

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

_____ Guest _____ Guest _____ Guest

_____ Guest _____ Guest _____ Guest

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

III. Approval/Additions to the Agenda

IV. Approval of Minutes

V. Closed Session- Discussion of Confidential Attorney/Client Privileged Written Legal Opinion
At 7:15 with PLDL Attorney

VI. Reports and Committee Business
A. Director - Alyssa Cleland
B. Business Manager Financial Report - Fawn Lucero
C. Hancock Library Manager – Boni Ashburn
D. Library Staff Department Heads Reports

VII. Board Committee Reports and Discussion
A. Budget Committee
B. Personnel Committee
C. Policy Committee
D. Building Committee – MML Appraiser Visit on September 24, at 8:00
E. Fundraising Committee

VIII. Old Business
A.
B.

IX. New Business

A. Office area carpet installation – approval of closure days required
B. Approval to transfer our audit services to the company under their new name A. Cedric and Michaels
C. Review and approval of completed L-4029 form (authorizes county to levy taxes based on

millage parameters)
D. Personnel Wages

X. Date of Next Meeting: Wednesday, 7:00PM, October 28th, 2026

XI. Adjournment