



## **PORTAGE COUNTY GUARDIANSHIP SERVICE BOARD MEETING AGENDA**

**May 2, 2024 - 10:00 a.m.**

Portage County Probate Court  
203 W. Main Street, Suite 306  
Probate Courtroom 3  
Ravenna, OH 44266

- I. Call to Order – 10:00 a.m.
  - a. Attendance
  - b. Approval of Agenda
  - c. Approval of Minutes from March 7, 2024 Meeting
- II. Public Comments – Attendance of Guest Participants
- III. Financial Report – Diana Clarke  
Budget Report through April 26, 2024
- IV. Executive Director's Report – Diana Clarke
  - a. Introduction of new Case Worker – Michaela Butcher
  - b. PCGSB Operations Overview
  - c. Discussion of BOC Presentation on May 9, 2024
  - d. PCGSB Small Estates Procedures – RC 2111.05
- V. Adjournment

**The next PCGSB Board Meeting will be held on July 11, 2024.**