

AGENDA  
POLK COUNTY LIBRARY FEDERATION  
BOARD OF TRUSTEES

@ the library  
400 Polk County Plaza  
Balsam Lake WI 54810  
Wednesday, May 2, 2012  
1:00 p.m.

Call to Order  
Approval of Agenda  
Approval of Minutes  
Public Comment

Approval of April 2012 vouchers

Financial Report

Director's Report  
Statistics  
Activity Report  
Department narrative for 2012

Friends/Grant update

Closed Session: We will convene in closed session pursuant to Wis.Stat. 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibly

Library Director

Items for next month's agenda

**Adjournment**

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and /or participate are asked to notify the County Clerks' office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

*If board members are unable to attend, they are asked to please call 485-8680 by 9a.m the day of the meeting*

**Polk County Library Federation  
Board of Trustees Minutes  
400 Polk County Plaza  
Balsam Lake, WI 54810  
Wednesday, May 2, 2012, 1:00 p.m.**

**Call to Order:** The regular May meeting of the Board of Trustees was called to order at 1:08 p.m. by Vice-Chairman Warren Nelson. Board members present: Duana Bremer, Warren Nelson, Tanna Worrell, John Bonneprise, and Edna Bjorkman. Director Colleen Foxwell was present. Nate Deprey and Greg Bowman were absent.

**Approval of Agenda:** Motion to approve by Mr. Bonneprise, seconded by Ms. Bremer, Motion carried.

**Approval of Minutes:** Motion to approve by Ms. Bremer, seconded by Ms. Worrell, Motion carried.

**Public Comment:** None

**Approval of April 2012 Vouchers:** The voucher report was presented and reviewed.

**Financial Report:** The Committee Quarterly report for the first quarter 2012 was reviewed. Revenues and expenditures are within budget which allows some flexibility in resource allocation. The Books-by-Mail service was discussed. The board is seeking ways to reduce cost. A partnership with Senior dining and Meals-on-Wheels will be explored.

**Director's Report:**

**Statistics** Circulation is down slightly in April, but library use in all categories is stable for the first four months of 2012.

**Activity Report** Six Polk County Libraries hosted Money Smart Week programs.

The 2012 Teen Poetry Contest was held on April 30 at the Amery Public Library; four outstanding winning poems were presented.

Director Foxwell presented programs at four Health Care Centers, and a gardening program at the Clear Lake Library. She attended a Bremer non-profit grantee luncheon

**Department Narrative for 2012:** The Department Narrative for 2012 will be considered at the June meeting when the entire board will be in attendance.

**Friends/Grant Update:** An All friends meeting was held on April 13 at the Polk Library Federation office. The Otto Bremer grant for the technology support position is expected the middle of May.

**Closed session: Performance evaluation. Department issues:** These items will be on the June agenda when Mr. Deprey will be available to lead the evaluation and discussion.

**Adjournment:** Motion to adjourn at 2:05 by Mr. Bonneprise, seconded by Ms. Worrell, Motion carried.

Edna Bjorkman, Secretary