

Agenda

Dissolution Committee for the Polk County Library Federation

August 9, 2012

1-3 PM

Polk County Library Federation

400 Polk County Plaza

Balsam Lake WI 54810

715-485-8680

1. Welcome and Introduction of Members and their libraries/affiliations (10 minutes)
2. Establishment of chair/vice chair and secretary of committee (10 minutes)
3. Purpose of committee: Fulfillment of Polk County Board of Supervisors Resolution # 21-12 dated June 20, 2012 regarding the Polk County Library Federation: Funding for Jail Literacy and Phase –Out of the Polk County Library Federation (10 minutes)
4. Concerns of member libraries (30 minutes)
5. Budgets: (10 minutes)
 - Polk County Library Federation: \$152,948
 - The Friends of the Polk County Libraries: \$45,500
6. Timeline of disbanding (10 minutes)
7. Outreach service- MORE contract?
8. Agenda items for next meeting scheduled for 1:00 p.m. on August 23, 2012

Minutes

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1. Welcome and Introduction of Members and their libraries/affiliations (10 minutes)

Jill Glover : Luck Public Library Director

John Thompson: IFLS director

Kay Fitzgerald: Polk County Technology Support Specialist- representing Osceola & Dresser

Tanna Worrell: Centuria Public Library board and Polk County Library Board

Cricket LaFond : Clear Lake Public Library Head Library

Nancy Mansergh: rural Frederic Public Library patron

Darlene Anderson: St. Croix Falls PL & Friends of the Polk County Libraries

Warren Nelson: Polk County Board of Supervisors and Polk County Library Federation

Colleen Gifford: Director Polk County Library Federation

Not Present

Kathy Kienholz: Milltown Friends/Polk County Board of Supervisors

Duana Bremer: Balsam Lake area- Serenity Home director

James Nalen: Amery Public Library Director

2. Establishment of chair/vice chair and secretary of committee (10 minutes)
Cricket LaFond volunteered to chair the group and Dar Anderson volunteer to take minutes
3. Purpose of committee: Fulfillment of Polk County Board of Supervisors Resolution # 21-12 dated June 20, 2012 regarding the Polk County Library Federation: Funding for Jail Literacy and Phase – Out of the Polk County Library Federation (10 minutes)

The purpose of the committee is to prepare a transition plan for the Polk County Library Federation by October 15, 2012. The group will have five meetings to complete this task. The purpose of the Polk County Library Federation has been to serve the rural residents of Polk

County and help the municipal libraries. The county library has met this task by providing books by mail service, technology support and collection development through rotation collections to the municipal libraries. The jail program has been an outreach program which in the 2013 year will be funded through the Public Protection budget. .

4. Concerns of member libraries (30 minutes):

Continued service of the books by mail/ homebound program: Colleen will survey the current list to determine number in each of the municipal library areas and contact the local libraries if they are able to fill this need.

Thematic kits will be taken over by Amery Public Library. Before dispensing Colleen and Cricket are working on updating them.

Rotation collection? Libraries currently come in to select what they need to fill out their collection

Nursing homes: Colleen will contact them for continued service and contact library in area to see how they best can continue service- general agreement was that if there was a nursing home in an area where a library existed that local library take care of the needs of that home.

DVD/Cd disc cleaner- Centuria is concerned that this equipment is shared by those libraries still continues when the county library will no longer be responsible for the cleaning of discs

5. Budgets: (10 minutes) **According to the Wisconsin State Statue Library Monies is managed by the library board. This will continue even in the transition process.**

43.58 Powers and duties. (1) The library board shall have exclusive control of the expenditure of all moneys collected, donated or appropriated for the library fund, and of the purchase of a site and the erection of the library building whenever authorized. The library board also shall have exclusive charge, control and custody of all lands, buildings, money or other property devised, bequeathed, given or granted to, or otherwise acquired or leased by, the municipality for library purposes

The budget for the library and Friends of the Library is listed for information only.

Polk County Library Federation: \$152,948

The Friends of the Polk County Libraries: \$45,500- this group funds the technology support specialist. This position has been funded by grants, libraries and friends groups. This position is held separate from county funding.

6. Timeline of disbanding (10 minutes): It is suggested to close the doors to the public by December 31 to allow for walk-ins to transition.

John Thompson brought a handout of a suggested time line as used by the IFLS books-by-mail service. We will use this as a guideline to determine our own plan.

7. Outreach service- MORE contract? According to the MORE membership contract it states that a *Minimum of one year notice must be given if a member wishes to terminate its membership in MORE. Notice must be given in writing the IFLS board. All withdrawals will be effective December 31.*

John Thompson mentioned this date is not a true date- and if given a deadline date of when we expect to close the doors. We will notify IFLS by October 2012 of a date.

8. Agenda items for next meeting scheduled for 1:00 p.m. on August 23, 2012
 - Colleen will Dana: to clarify closure date
 - Budget items for 2013
 - Number of books by mail and homebound for each area

9. Meeting adjourned at 3PM

Submitted by:

Darlene Anderson