

Agenda
POLK COUNTY LIBRARY FEDERATION
BOARD OF TRUSTEES

400 Polk County Plaza
Balsam Lake WI 54810
January 6, 2010
1:00 p.m. meeting

Call to Order:

Approval of Agenda

Approval of Minutes:

Public Comment:

Approval of December 2009 vouchers:

Financial Report:

Director's Report:

Statistics:

Activity Report:

Staff Update:

2010 schedule options

Director Job Evaluation – Closed Session: Wis. Stat. Sec. 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: Polk County Library Federation Director.

2010 Director Goals:

Adjournment:

If board members are unable to attend, they are asked to please call 485-8680 by 9a.m the day of the meeting. This meeting is open to the public according Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and or participate are asked to notify the county clerk's office (715-485-1226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

Minutes
POLK COUNTY LIBRARY FEDERATION
BOARD OF TRUSTEES

400 Polk County Plaza
Balsam Lake WI 54810
January 6, 2010
1:00 p.m. meeting

Call to Order: The regular monthly meeting of the Polk County Library Board of Trustees was called to order at 1:15 p.m. on January 6, 2010, by Chairperson Nathan Deprey at the Library office, Balsam Lake, Wisconsin. Other members present were James Beistle, Edna Bjorkman, John Bonneprise (arrived at 1:50 p.m.), Gerald Newville, and Cathy Shimon. Nancy Mansergh had notified the office she would be absent. Also present was Colleen Foxwell, Library Director.

Approval of Agenda: Mr. Deprey moved, seconded by Ms. Shimon, to approve the agenda; motion carried.

Approval of Minutes: Mr. Newville moved, seconded by Mr. Deprey, to approve the December 2009 minutes as printed; motion carried.

Public Comment: None.

Approval of December 2009 Vouchers: Vouchers for December were reviewed and signed by Board members. Mr. Newville moved, seconded by Ms. Bjorkman, to approve for payment the vouchers from December; motion carried on a unanimous roll call vote, 5-0, Bonneprise and Mansergh being absent.

Financial Report: Ms. Foxwell presented the financial report. The County finance Department has informed the Director that the Library budget for 2009 may have been exceeded due to the unexpected unemployment compensation charges of \$8,178. Final financial figures are not ready yet as additional payroll information needs to be entered by the payroll department. Discussion ensued on the projected budget overage. Ms. Shimon moved, seconded by Ms. Bjorkman, to appeal to the County Board Finance Committee for reimbursement for the amount of the unemployment charges from the County contingency fund; motion carried.

Director's Report: Ms. Foxwell presented the Director's report.

Statistics: Unaudited circulation figures for the year are 10,047 for books-by-mail with total MORE circulation at 20,242.

Activity Report: The director's activity report for December 2009 and January 2010 were reviewed.

Staff Update and 2010 Schedule Options: Ms. Foxwell gave an update on staffing and presented scheduling options for 2010. Volunteers donated 1,638 hours of service to the Library with a monetary value of \$24,111. Staffing scenarios for 2010 were reviewed; further consideration will be given at the February Board meeting. Ms. Foxwell is still working with the County Human Resources Department regarding the technician's position.

Director Job Evaluation – Closed Session: Wis. Stat. Sec. 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: Polk County Library Federation Director: Mr. Deprey moved, seconded by Ms. Shimon, to recess the open session and convene in closed session for purposes of the Director’s job evaluation; motion carried on a unanimous roll call vote, 5-0, Bonneprise and Mansergh being absent.

CLOSED SESSION

A closed session of the Polk County Library Board of Trustees was called to order by Chairperson Nathan Deprey at 1:48 p.m. on January 6, 2010, at the Library office. Other members present were James Beistle, Edna Bjorkman, John Bonneprise (arrived at 1:50 p.m.), Gerald Newville, and Cathy Shimon. Nancy Mansergh was absent. Also present was Darleen Kusmirek of the Polk County Employee Relations Department.

The annual job evaluation of the Director, Colleen Foxwell, was conducted.

Ms. Foxwell was invited to the meeting at 2:44 p.m. at which time Mr. Deprey and Ms., Kusmirek reviewed the evaluation with her.

Ms. Shimon moved, seconded by Ms. Bjorkman, to adjourn the closed session and reconvene in open session; motion carried on a unanimous roll call vote, 6-0, at 2:50 p.m.

The open session reconvened at 2:51. Mr. Deprey announced that the Board conducted the annual job evaluation of the Director; no actions were taken.

2010 Director Goals: Postponed to the February agenda along with staffing scenarios.

Adjournment: There being no further business, Mr. Bonneprise moved, seconded by Mr. Newville, to adjourn; motion carried and the meeting adjourned at 2:52 p.m.

James H. Beistle
Secretary

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