

AGENDA  
POLK COUNTY LIBRARY FEDERATION  
BOARD OF TRUSTEES

@ the library  
400 Polk County Plaza  
Balsam Lake WI 54810  
April 4, 2012  
1:00 p.m. meeting

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

Call to Order  
Approval of Agenda  
Approval of Minutes: March 7 and March 20, 2012 meetings  
Public Comment

Approval of March 2012 vouchers

Financial Report

Director's Report  
Statistics  
Activity Report

Final study report on the Polk County Library Federation

Grant update

Friends of the Polk County Libraries

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

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.

**Polk County Library Federation  
Board of Trustees Minutes  
400 Polk County Plaza  
Balsam Lake, WI 54810  
Wednesday, April 4, 2012, 1:00 p.m.**

**Call to Order:** The regular April meeting of the Board of Trustees was called to order at 1:05 p.m. by Vice-Chairman Warren Nelson. Board members present: Duana Bremer, Warren Nelson, Tanna Worrell, Edna Bjorkman. Chairman Nate Deprey arrived at 1:15 and assumed leadership. Also present: Director Colleen Foxwell. John Bonneprise and Greg Bowman were absent.

**Approval of Agenda:** Motion to approve by Ms. Worrell, Seconded by Ms. Bremer, Motion carried.

**Approval of Minutes:** Motion to approve the March 7 regular meeting minutes by Ms. Bremer, Seconded by Ms. Worrell, Motion carried. Motion to approve the special March 20 meeting minutes by Mr. Nelson, Seconded by Ms. Bremer, Motion carried.

**Public Comment:** County Supervisor Brian Masters observed the Meeting. He made no public comment.

**Approval of March 2012 Vouchers:** Motion to approve by Ms. Bremer, Seconded by Ms. Bjorkman, Motion carried.

**Financial Report:** The quarterly financial report was not received in time for this meeting. It will be reviewed at the May meeting.

**Director's Report**

**Statistics:** The ten client groups served by the Polk County Library Service were identified and their usage reviewed. Jail patrons are reading an average of six books per stay.

**Activity Report:** Director Foxwell worked with Dana Frey on information needed for the evaluation report.

She continues her presentations to Health Care Centers and special needs adults.

Tiffany Meyer, Jail Literacy Project Manager, facilitates twice a month discussion groups with inmates—two times with women and two times with men. The literacy project is recognized as a valuable asset in helping lessen behavior problems in the jail, which means less supervision required.

**Final Study Report on the Polk County Library Federation:** The final draft of the Evaluation of the Polk County Library Federation was received at the meeting. Board members will study it and determine what responses are needed.

**Grants Update:** The Otto Bremer grant for continued funding of technology support and jail literacy project is pending. Work continues on finding grants for the Land and Water Department.

**Friends of the Polk County Libraries:** Planning for Money Smart Week is complete. A half-day conference is planned for all library supporters on April 28, 2012 at 8:30—1:00 p.m.

**Closed Session:** There was not a closed session at the April meeting. The Polk County performance review document was distributed. The board will use the document to prepare for conducting the director performance review at the May meeting.

**Adjournment:** Motion to adjourn at 2:15 p.m. by Ms. Bremer, Seconded by Mr. Nelson, Motion carried.

Edna Bjorkman, Secretary