

AGENDA
POLK COUNTY LIBRARY FEDERATION
BOARD OF TRUSTEES

@ the library
400 Polk County Plaza
Balsam Lake WI 54810
April 6, 2011

1:00 p.m. meeting

Call to Order
Approval of Agenda
Approval of Minutes
Public Comment

Approval of March 2011 vouchers

Financial Report

Director's Report
 Statistics
 Activity Report
Mandated/Non-mandated Form

Roles and Responsibilities for Governing Committees

Grant update

Friends of the Polk County Libraries

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

Minutes
Polk County Library Federation
Board of Trustees
400 Polk County Plaza
Balsam Lake, WI 54810
Wednesday, April 6, 2011, 1:00 p.m.

Call to Order: The Polk County Library Trustees April meeting was called to order by Chairman Nate Deprey at 1:05 p.m. Present: Nate Deprey, Warren Nelson, John Bonneprise, Edna Bjorkman. Director Colleen Foxwell was also present. Absent were Nancy Mansergh and Cathy Shimon. One board position is vacant.

Approval of Agenda: Motion to approve by Mr. Nelson. Seconded by Mr. Bonneprise. Motion carried.

Approval of March Minutes: Motion by Mr. Deprey, Seconded by Mr. Nelson. Motion to approve carried.

Public Comment: None

Financial Report:

Budget: Director Foxwell presented details of expenditures related to the Basic Library and Books-by-mail budget. The report shows the Federation expenditures are within budget through March 2011.

Expenses: Books-by-mail expense includes the catalog mailing cost. Vouchers for March were reviewed and signed by board members. Motion to approve payment was made by Mr. Bonneprise, seconded by Mr. Nelson. Motion carried.

A motion to approve the financial report was made by Mr. Deprey, seconded by Mr. Bonneprise. Motion carried.

Director's Report:

Statistics: Circulation statistics for 2011 through March was reviewed. The report shows circulation for home-bound and jail is increasing. All other circulation has also increased during the first three months of 2011. Director Foxwell has received letters from users who appreciate access to reading materials and support for their information needs.

Mandated/Non Mandated Form: All activity categories were reviewed. Funding for Library Federation work was augmented with successful grant writing by Director Colleen Foxwell.

Grants received: \$24,550, the Polk County Library Federation; \$23,800, Other Polk County Departments; \$78,415, Friends of the Polk County Library.

Roles and responsibilities for the Polk County Library Federation Board of Trustees: The Federation mission statement and the rules governing its responsibilities were presented. Thirteen statements describing the Library Federation establishment, roles, and responsibilities were reviewed.

Grant Update: A Hugh J. Anderson grant of \$20,000 was received. Application was made for the Fred and Katherine Andersen grant.

Friends of the Polk County Libraries: An All Friends Gathering was held on April 1, 2011 at the Polk County Library Federation. Sue Hall, representing the St. Paul friends and Foundation, gave an interesting presentation on how to start a nonprofit 501 (c) (3) library foundation, and other strategies for successful fundraising for libraries.

Adjournment: Federation Library business completed, a motion to adjourn at 2:00 p.m. was made by Mr. Bonneprise, Seconded by Mr. Nelson. Motion carried.