

AGENDA
POLK COUNTY LIBRARY FEDERATION
BOARD OF TRUSTEES

@ the library
400 Polk County Plaza
Balsam Lake WI 54810
Wednesday, May 4, 2011
1:00 p.m.

Call to Order
Approval of Agenda
Approval of Minutes
Public Comment

Approval of April 2011 vouchers

Financial Report

Director's Report
Annual report
Statistics
Activity Report
Department narrative for 2012

Grant update

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 4, 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: Nancy Mansergh, Nate Deprey, Warren Nelson, Edna Bjorkman. Also attending – Director Colleen Foxwell. Absent: John Bonneprise and Cathy Shimon.

Approval of Agenda: The agenda was amended to consider the Financial Report as the first order of Business. Motion by Mr. Deprey, seconded by Mr. Nelson. Motion carried.

Financial Report: Maggie Wickre, Finance Department, attended the meeting to present and explain the Committee Quarterly Report for the period ending March 31, 2011. The report compares library revenues and expenditures for first quarter 2011 to first quarter 2010 and 2009.

The Polk County Library is funded through the levy plus grants. The Library Federation detailed budget and expenditures were also reviewed by the board.

Approval of April Minutes: Motion by Mr. Nelson, Seconded by Ms. Mansergh. Motion carried.

Public Comment: Director Foxwell introduced Duana Bremer who is in consideration as a member of the Federation Library Board.

Approval of April 2011 Vouchers: Motion to approve by Mr. Deprey, Seconded by Ms. Bjorkman. Motion carried.

Director's Report: Director Foxwell presented a draft of the 2010 Annual Report of the Polk County Library Federation.

Statistics: Overall circulation for the first quarter 2011 was highest in March and down slightly in April. Most categories increased in April except total MORE circulation.

Activity Report: The All Friends meeting was well attended with an informative presentation by Sue Hall, St. Paul Public Library Federation.

Director Foxwell did presentations at care centers, municipal libraries, Adult Development Center, and radio.

Her goals for the month: Check grant needs at two county departments. Present gardening programs at River Falls Public Library and Osceola Housing Units. Continue supporting the LSTA Jail Programming Project.

Department Narrative for 2012: The narrative for 2012 is due to Administration on May 6, 2011. Some Key Performance Indicators were reviewed and discussed.

Grant Update: The LSTA grant is time sensitive and needs to be approved soon.
Grants from Ann Marie Phillips and Target have been submitted.

Items for next month's agenda: Normal Federation business will be conducted in June.

Adjournment: Motion to adjourn by Mr. Deprey, Seconded by Mr. Nelson. Motion carried.
The business meeting was adjourned at 1:55 p.m.