

AGENDA  
POLK COUNTY LIBRARY FEDERATION  
BOARD OF TRUSTEES  
July 6, 2011  
**@ Centuria Public Library**  
**409 4<sup>th</sup> Ave**  
**Centuria WI**  
**715-646-2630**  
**1 pm**

Call to Order  
Approval of Agenda  
Approval of Minutes: May meeting

Public Comment

Welcome New Board Member: Duana Bremer

Financial Report

Approval of June 2011 vouchers

Director's Report  
Statistics/ Volunteer hour update  
Activity Report

2011: Budget and Staffing Update

2011 Polk County Fair

Friends of the Polk County Libraries update

Grant update

Project Manager Jail Literacy Position Update

Items for next month's agenda

**Adjournment**

This meeting is open to the public according to Wisconsin State Statute 19.83. Person 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

**Polk County Library Federation**  
**Board of Trustees Minutes**  
**July 6, 2011**  
**@ Centuria Public Library**  
**409 4<sup>th</sup> Street**  
**Centuria, WI**

**Call to Order:** The Polk County Library Federation Board members met at the Centuria Public Library. The meeting was called to order by Vice-Chairman Warren Nelson at 1:23 p.m. Present: Nancy Mansergh, Warren Nelson, John Bonneprise, Edna Bjorkman. Also present: designated new board member Duana Bremer and Director Colleen Foxwell. Absent: Nate Deprey and Cathy Shimon.

**Approval of Agenda:** Motion to approve by Mr. Bonneprise, Seconded by Ms. Mansergh. Motion carried.

**Approval of Minutes:** Motion to approve the May minutes by Ms. Mansergh, Seconded by Mr. Bonneprise. Motion carried. No business had been conducted at the June meeting because of the lack of quorum.

**Public Comment:** Board members toured the Centuria Library facility. Librarian Lynne Schauls explained how crucial the support of the Polk County Library Federation is to small village libraries like Centuria, especially for technology support and service help from Director Foxwell.

Vice-Chairman Nelson welcomed Duana Bremer. She is the Social Service Director for the Salvation Army. She stated clients at the Balsam Lake Serenity House use the Polk County Library Federation for information in their quest to improve their life condition.

**Financial Report:** Basic Library and Books by Mail (includes jail) expenditures through June 2011 were reviewed. The spreadsheet shows both expense categories are within budget.

Approval of June 2011 Vouchers: Motion to approve by Mr. Bonneprise, seconded by Ms. Bjorkman. Motion carried.

**Director's Report:**

Statistics/ Volunteer hour update: Circulation for both MORE and Jail and Homebound continue to increase. A chart was presented which shows small village libraries, e.g., Dresser, Clear Lake, Centuria rely on the Polk County Library Federation technology expert to help support their patrons computer needs. The Indianhead Library Federation could not supply village libraries' increasing need for technology and with their funds allocation severely reduced, The Polk County Libraries will have to continue relying on the Polk County Library Federation for technology support and program support.

Director Foxwell reported 1,080 volunteer hours during June for a value of \$1,589.76.

**Activity Report:** Director Foxwell presented programs in June at Willow Ridge, Golden Age, and Pioneer Home. She helped the Amery Public Library with linking materials in preparation for becoming a member of MORE, and attended the Directors Council, the County Board meeting, the Inter-Faith Caregivers/Aging Department Volunteer Banquet and has met with the Osceola Library Fundraising committee to help with grant writing for the new building.

In July she will be attending the MORE budget meeting and the MORE Directors Council.

Director Foxwell will coordinate setting up and staffing the Library Federation booth at the Polk County Fair, July 28 – 31. A sign-up sheet for volunteers was circulated.

**2011 Budget and Staffing Update:** The Committee Quarterly Report for the period ending June 30, 2011 was presented. The report compares the 2011 budget with expenditures for 2007, 2008, 2009, and 2010. The 2012 budget projection reflects a 1.5% levy reduction which will cause a 14% 2012 library budget reduction.

The Polk County Library Federation has hired a Jail Literacy Project Manager, Tiffany Meyer, funded by an LSTA (Library Service Technology Act) Grant. This project has sheriff and jail administration support. She will work with the Restorative Justice Committee and Northern Waters Literacy Council. This is an effort to reduce costs caused by inmate recidivism.

**Friends of the Polk County Libraries:** An all friends meeting will be held at the Amery Public Library on August 5. Plans for Money Smart Week are being formulated.

**Grants Update:** The AnnMarie Grant for \$800 was received.

**Items for Next Month's Agenda:** The Federation board will meet at Serenity House on August 3, 1 p.m. at 200 Polk Plaza, Balsam Lake.

Edna Bjorkman, Secretary