

AGENDA
POLK COUNTY LIBRARY FEDERATION
BOARD OF TRUSTEES

Polk County Library
400 Polk County Plaza
Balsam Lake, WI 54810
Wednesday, August 4, 2010
1:00 p.m

Call to Order
Approval of Agenda
Approval of Minutes

Public Comment

Introduction of Mr. Dana Frey, County Administrator

Financial Report

Approval of July 2010 vouchers

Director's Report
 Statistics
 Activity Report

2011 Budget and Staffing Process
2011 ACT 150

2010 Director Goals and Objectives

Staffing update: Technical Services Librarian

Friends of the Library Update

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*

**MINUTES
POLK COUNTY LIBRARY FEDERATION
BOARD OF TRUSTEES**

**Polk County Library
400 Polk County Plaza
Balsam Lake, WI 54810
Wednesday, August 4, 2010
1:00 p.m.**

Call to Order: The August 2010 regular monthly meeting of the Polk County Library Board of Trustees was called to order by Chairperson Nate Deprey at 1:00 p.m. on August 4, 2010, at the Library office, Balsam Lake, Wisconsin. Other Board members present were James Beistle, Edna Bjorkman, John Bonneprise (arrived 1:17), Nancy Mansergh, Warren Nelson, and Cathy Shimon (arrived 1:15). Also present was Library Director Colleen Foxwell and Dana Frey, Polk County Administrator, who attended portions of the meeting.

Approval of Agenda: Ms. Mansergh moved, seconded by Ms. Bjorkman, to approve the agenda; motion carried.

Approval of Minutes: Ms. Bjorkman moved, seconded by Mr. Deprey, to approve the minutes of the July 2010 (held June 30) meeting; motion carried.

Public Comment: None.

Introduction of Mr. Dana Frey, County Administrator: Ms. Foxwell introduced Mr. Frey, who recently was hired as Polk County Administrator.

2011 Budget and Staffing Process: Mr. Frey explained the budgeting process that will be used for the 2011 budget year. The preliminary budget is due to the County Board at their September meeting. Departments have been asked to draft a budget with a one-half (0.5%) percent decrease and staffing at the status quo. Amendments can be presented in October with final passage in November.

Approval of July 2010 Vouchers: Vouchers for July were reviewed and signed by Board members. Mr. Deprey moved, seconded by Mr. Bonneprise, to approve for payment the vouchers for July; motion carried on a unanimous roll-call vote, 7-0.

Financial Report: Ms. Foxwell presented the financial report; no unusual items were noted. Ms. Mansergh moved, seconded by Mr. Deprey, to accept the report; motion carried.

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

Statistics: Circulation figures were reviewed. Statistics show that for 2005 through 2009 prisoners read over 5 books per month.

Activity Report: The Director's activity report for July and August was reviewed. During the month the Director met with the jail staff and Public Protection Committee to discuss the loan program and the prospects of developing a reading program. Volunteer hours for July amounted to 157.5 for a value of \$2,318.40.

2011 ACT 150: A total of \$541,118.46 will be paid in 2011 for ACT 150 payments to public libraries. Libraries in Polk County will receive \$484,630.97 with \$56,487.49 to other non-Polk County public libraries.

2010 Director Goals and Objectives: Ms. Foxwell gave an update on her goals and objectives for 2010.

Staffing Update: Technical Services Librarian: A review was had showing the tech value in dollars for the First Quarter 2010 with 10 of the 11 public libraries availing themselves of the service.

Friends of the Library Update: The Friends will be sponsoring a “Smart Money Week” October 2-9, 2010. Various public libraries will be the venue sites.

Grants Update: Ms. Foxwell reported receiving a \$2,000 grant from Target for a reading program.

Items for Next Month’s Agenda: The September meeting will be on the 15th; items on the agenda will include staffing; 2011 budget, tech position. **The date of the next meeting will be September 15, 2010.**

Adjournment: There being no further business, Mr. Bonneprise moved, seconded by Mr. Deprey, to adjourn; motion carried and the meeting adjourned at 2:17 p.m.

James H. Beistle
Secretary

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