

AGENDA
POLK COUNTY LIBRARY FEDERATION
BOARD OF TRUSTEES

Polk County Library
400 Polk County Plaza
Balsam Lake, WI 54810

Wednesday, September 15, 2010

1:00 P.M.

Call to Order
Approval of Agenda
Approval of Minutes

Public Comment

Financial Report

Approval of August 2010 vouchers

Director's Report
 Statistics
 Activity Report

2011 Budget

2010 Director Goals and Objectives

Staffing update: Technical Services Librarian

Friends of the Library Update

Grants 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, September 15, 2010
1:00 PM**

Call to Order: The September 2010 meeting of the Polk County Library Board of Trustees was called to order by Chairperson Nate Deprey at 1:00 p.m. on September 15, 2010, at the Library office, Balsam Lake, Wisconsin. Other Board members present were James Beistle, Edna Bjorkman, John Bonneprise, Nancy Mansergh (arrived 1:05), and Warren Nelson. Cathy Shimon was absent, having notified the office. Also present was Library Director Colleen Foxwell.

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

Approval of Minutes: Mr. Bonneprise moved, seconded by Ms. Bjorkman, to approve the August 2010 minutes as printed; motion carried.

Public Comment: None.

2011 Budget: Polk County Administrator Dana Frey arrived at 1:12 p.m. Discussion was had on the 2011 department budget and the 2011 budgeting process in general which will be presented to the County Board at its meeting on September 21. Also discussed was the new procedure for staffing analysis and position justification. Mr. Deprey moved, seconded by Ms. Bjorkman, to approve the 2011 Library Department budget in the amount of \$741,285 of which \$543,459 is for ACT 150 funding; the County levy portion being \$197,826; motion carried.

Financial Report: Ms. Foxwell presented the financial report; no unusual items were noted. Mr. Deprey moved, seconded by Mr. Bonneprise, to accept the report; motion carried. The corrected ACT 150 amount to be collected as part of the 2010 tax levy is \$543,459.47.

Approval of August 2010 Vouchers: Vouchers for August were reviewed and signed by the Board members. Mr. Bonneprise moved, seconded by Ms., Bjorkman, to approve for payment the August vouchers; motion carried on a unanimous roll-call vote, 6-0.

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

Statistics: Circulation figures were reviewed, which indicated that readership was up. Volunteer hours amounted to 122 with a monetary value of \$1,795.84.

Activity Report: The Director's activity report for August and September was reviewed. Ms. Foxwell mentioned a conference on small libraries in October (in Denver) which she would like to attend. Mr. Deprey moved, seconded by Ms. Bjorkman, to support her request; motion carried. "Smart Money" week will be October 2-9, 2010.

2010 Director Goals and **Objectives:** The 2010 goals were reviewed with an update given by Ms. Foxwell.

Staffing Update -- Technical Services Librarian: Ms. Foxwell will meet with Mr. Frey and report back at the October meeting.

Friends of the Library Update: Ms. Foxwell gave an update of the activities of the Friends' activities.

Grants Update: \$23,000 has been received in grants so for 2010. Thirteen grants applications (in excess of \$150,000) are pending; four applications have been denied.

Items for Next Month's Agenda: The next meeting will be October 6. On the agenda will be staffing and a review of the 2011 budget.

Adjournment: There being no further business, Mr. Bonneprise moved, seconded by Mr. Deprey, to adjourn; motion carried and the meeting adjourned at 2:14 p.m.

James H. Beistle
Secretary

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