

Minutes
POLK COUNTY LIBRARY FEDERATION
BOARD OF TRUSTEES

Meeting location
Polk County Library Federation
400 Polk County Plaza
Balsam Lake WI 54810

Wednesday
October 10, 2012
1 PM

Call to Order:
Members Present:

Approval of Agenda
Approval of Minutes
Public Comment

Approval of September 2012 vouchers

Financial Report

Director's Report
 Statistics
 Activity Report

Update and status of dissolution committee:
 Books-by-mail survey
 Jail ; books between bars service
 Nursing home update
 Timeline

Appointments for the Polk County plan for library service

Friends of the Library 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 Clerk's office (715-485-9226) at least 24 hours in advance of scheduled meeting time so all reasonable accommodations can be made. Requests are confidential. If board members are unable to attend, they are asked to call 485-8680 by 9 a.m. the day of the meeting.

Polk County Library Federation Board of Trustee Minutes
Meeting at 400 Polk County Plaza
Balsam Lake, WI 54810
Wednesday, October 10, 2012, 1 p.m.

Call to Order: The meeting was called to order by Vice-Chairman Warren Nelson at 1:00 p.m. Members Present: John Bonneprise, Duana Bremer, Warren Nelson, Edna Bjorkman. Also present: Director Colleen Foxwell. Tanna Worrell and Greg Bowman were absent.

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

Approval of Minutes: Motion to approve the September 5, 2012 minutes, as presented, by Mr. Bonneprise, Seconded by Ms. Bremer. Motion carried.

Public Comment: None

Approval of September 2012 Vouchers: Motion by Mr. Bonneprise, Seconded by Ms. Bremer to approve the vouchers as submitted. Motion carried.

Financial Report: The Committee Quarterly Report was presented and reviewed. A library summary budget showing four years of revenue and expenditures and estimated revenue and expenditures available for 2013 was discussed. The discussion focused on how to apply the funds to provide library services at the jail and for a books-by-mail program. More information needs to be collected from the sheriff/jail staff, the county administrator, and the buildings director to develop library service plans. The board will meet on October 24, 2012 to continue developing service plans for 2013 and beyond.

Director's Report: Statistics- Circulation continued in September.

Activity Report – Director Foxwell continues to provide outreach services to special needs customers. She presented programs at United Pioneer Home, Golden Age, and Willow Ridge. She led a jail book discussion and visited Dresser Public Library to explain the Polk Libraries Friends support and to show how they can start their Dresser Public Library friends group. She continues jail book discussions in October. Director Foxwell is helping the Clear Lake Library provide Children's Story Time on Wednesday evenings while new personnel there gain experience.

Addition agenda items not discussed at this meeting will be considered at the extra meeting to be held on October 24, 2012

Adjournment: Motion to adjourn at 2 p.m. by Ms. Bremer, Seconded by Ms. Bjorkman. Motion carried.

Edna Bjorkman, Secretary