

AGENDA
POLK COUNTY LIBRARY FEDERATION
BOARD OF TRUSTEES

Milltown Public Library
61 Main Street
715-825-2313

November 2, 2011

1:00 PM

Call to Order
Approval of Agenda
Approval of Minutes
Public Comment

Approval of October 2011 vouchers
Financial Report

Director's Report
 Statistics
 Activity Report

2012 Budget

2012 Meeting Dates

Friends of the Library Update

Grants update

Election of officers/ board appointments

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 please call 485-8680 by 9a.m the day of the meeting

**Polk County Library Federation
Board of Trustees Minutes
Meeting at the Milltown Public Library
61 Main Street, Milltown, WI 54858
November 2, 2011, 1:00 p.m.**

Call to Order: The November meeting of the Polk County Library Federation board was called to order by Chairman Nate Deprey, Present: John Bonneprise, Duana Bremer, Nancy Mansergh, Nate Deprey, Edna Bjorkman. Also present: Director Colleen Foxwell. Absent: Cathy Shimon. Warren Nelson Arrived late.

Approval of Agenda: Motion by Mr. Bonneprise, Seconded by Mr. Deprey to adjust the agenda to consider election of officers/board appointments after the Director's Report and to receive the grants update as a Director's Report item. Motion carried.

Approval of Minutes: A letter of appreciation was received from an inmate commending the Library Federation literacy work at the jail. The jail literacy goal is to save incarceration costs by reducing inmate recidivism. The Literacy project is also providing tutors for residents studying to earn a GED. The goal is to raise the education level of Polk County residents.

Approval of October 2011 Vouchers: Motion to approve by Mr. Bonneprise, Seconded by Mr. Deprey. Motion carried.

Financial Report: October expenses and year-to-date expenditures were reviewed. All line items are well within Budget. A motion to accept the financial report by Mr. Deprey, seconded by Mr. Bonneprise, Motion carried.

Director's Report:

Statistics: Monthly [more] circulation for 2011 ranges between 1378 to 1944 items. Monthly books-by-mail (including jail) circulation for 2011 ranged between 736 and 988 items. Circulation for jail varies with the number of inmates.

Program attendance year-to-date is 891 adults and 59 children.

Activity Report: Wisconsin Money Smart Week was held October 10-15 at six Polk County Village Libraries. Director Foxwell presented programs at five Health Care Centers. Her goals for the month include assisting Amery with linking materials to the [more] system, and accessing an on-line grant writing class.

Grants Update: Grants received: Polk/Burnett \$1000 and Amery Community Foundation \$1000. Pending grants are: Green Bay Packer Foundation, Verizon, WE Energies.

2012 Budget: A budget summary was reviewed showing the 2012 budget compared to 2010, 2009, and 2008 budgets. Revenues have been aggregated to five categories and expenditures to six categories. Director Foxwell explained the categories and noted that the Act 150 pass-through funds will not be included in future budgets beginning with the 2012 budget.

Motion to approve the budget as presented was made by Mr. Deprey, Seconded by Mr. Bonneprise, Motion carried unanimously.

Election of officers/board appointments: Current board officers were nominated. There were no other nominations from the floor. A motion to close nominations and instruct the secretary to cast a unanimous ballot for the current board officers was made by Mr. Bonneprise, Seconded by Ms. Mansergh, Motion carried. Board officers for 2012 are: Nate Deprey, Chairman (for one more year); Warren Nelson, Vice Chairman; Edna Bjorkman, Secretary.

Meeting Dates: Board meeting dates was an agenda item because the regularly scheduled July meeting date would be July 4. The board agreed to meet the following Wednesday, July 11, 2012.

Friends of the Library Update: Director Foxwell clarified the relationship between the Friends of the Polk County Library Federation and the Friends of village libraries. The Friends of the Polk County Libraries is the county Friends group and is a 501(C) (3) organization and they can apply for grants specific for those non-profit organizations.

Adjournment: Motion by Mr. Deprey, seconded by Ms. Bremer. Motion carried. Meeting adjourned at 2:00 p.m.

Edna Bjorkman, Secretary