

AGENDA  
POLK COUNTY LIBRARY FEDERATION  
BOARD OF TRUSTEES

@ the library  
400 Polk County Plaza  
Balsam Lake, WI 54810  
September 2, 2009  
1:00 pm

Call to Order  
Approval of Agenda  
Approval of Minutes  
Public Comment

Financial Report

Approval of August 2009 vouchers

Director's Report  
    Statistics  
    Activity Report

2010 Staffing Plan

2010 Budget

Long Range Plan for the Polk County Library Federation

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**

**@ the library  
400 Polk County Plaza  
Balsam Lake, WI 54810  
September 2, 2009, 1:00 pm**

**Call to Order:** The regular monthly meeting of the Board of Trustees for the Polk County Library Federation was called to order by Chairperson Nathan Deprey at 1:00 p.m. on September 2, 2009, at Polk County Library Building, Balsam Lake, Wisconsin. Other Board members present were James Beistle, Edna Bjorkman, Nancy Mansergh, and Gerald Newville. Absent and having notified the office of the fact, were Cathy Shimon and John Bonneprise. Also present was Library Director Colleen Gifford-Foxwell.

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

**Approval of Minutes:** Mr. Newville moved, seconded by Ms. Mansergh, to approve the minutes of the August 2009 meeting as printed; motion carried.

**Public Comment:** No members of the public were present. However, Ms. Gifford-Foxwell distributed volunteer tracking slips for Board members to log their time. Through July 31, 1,171.5 hours of volunteer service given to the library with a savings of \$17,244 for the County.

**Financial Report:** The Director presented the financial report; it appears that the Library will finish the fiscal year under budget. Mr. Newville moved, seconded by Ms. Mansergh, to accept the report; motion carried.

**Approval of August 2009 Vouchers:** Vouchers for August were reviewed and signed by the Board members present. Ms. Bjorkman moved, seconded by Mr. Deprey, to approve for payment the august vouchers; motion carried on a unanimous roll-call vote, 5-0.

**Director's Report:** Ms. Gifford-Foxwell presented the Director's report.

**Statistics:** Homebound circulation accounted for over 87 percent for the month.

**Activity Report:** The Director's activity report for August and September were reviewed. Activities included programming at various nursing homes and teacher in-service for the Clayton and Clear Lake schools.

**2010 Staffing Plan:** Brief discussion was had on the 2010 staffing plan submitted for a .2 staff addition; no action has been taken by either Personnel or Finance committees of the County Board.

**2010 Budget:** The 2010 budget was briefly reviewed; no action was taken. Discussion was had on the proposed voluntary furloughing and four-day work week as suggested by the County Board and how this would affect the budget.

**Long-Range Plan for the Polk County Library Federation.** The Director presented the 2010 long-range plan for the Library. Discussion was had and consideration of approval will be on the October agenda.

**Items for Next Month's Agenda:** 1) Staffing, 2) Budget, 3) Long-range plan approval, 4) Board appointments; terms of Ms. Mansergh and Mr. Bonneprise are up; both are eligible for reappointment.

**Adjournment:** There being no further business, Mr. Newville moved, seconded by Ms. Mansergh, to adjourn; motion carried and the meeting adjourned at 2:02 p.m.

James H. Beistle  
Secretary

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