

Agenda  
POLK COUNTY LIBRARY FEDERATION  
BOARD OF TRUSTEES

**Luck Public Library**  
301 South Main Street  
Luck WI  
472-2770

**Wednesday, October 7, 2009**  
**10:00 AM (note time change)**

Call to Order  
Approval of Agenda  
Approval of Minutes  
Public Comment

Approval of September 2009 vouchers

Financial Report

Turtle Lake letter of notification of missing ACT 150 deadline

Director's Report  
Statistics  
Activity Report

Election of officers/ board appointments

Staffing update  
2010 Staffing

2010 Budget

2010 Polk Count Long Range Plan

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.*

**Minutes**  
**Polk County Library Federation**  
**Board of Trustees**  
**At the Luck Village Library**  
**301 South Main Street**  
**Luck, Wisconsin**  
**Wednesday, October 7, 2009, 10:00 AM**

**Call to Order:** The regular monthly meeting of the Polk County Library Federation Board of Trustees was called to order at 10:05 a.m. by Chairperson, Nathan Deprey at the Luck Library Building. Other members present were Nancy Mansergh, Gerald Newville, Cathy Shimon, Edna Bjorkman. Notified absentees were: James Beistle and John Bonneprise. Library Director, Colleen Foxwell was present. Edna Bjorkman was designated recorder in the absence of Secretary James Beistle. Mr. Beistle will be absent for a two-month period.

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

**Approval of Minutes:** Mr. Newville moved approval of the minutes as presented, seconded by Mr. Deprey; motion carried.

**Public Comment:** No one attended to make comments

**Approval of September 2009 Vouchers:** September vouchers were reviewed and signed by the board members who were present. Motion to approve was made by Ms. Mansergh, seconded by Ms. Shimon; motion carried.

**Financial Report:** Director Foxwell presented her financial report in three sections:

1. Actual 2009 year-to-date budget. Director Foxwell reported we are on budget and should end the year in balance.
2. September 2009 which area tracking the three library accounts; books-by-mail and grant funds.
3. The remainder of the grant funds will be utilized to update the thematic kits for teachers & educators, purchasing rotation materials and other items not included in the regular budget. Director Foxwell has continued to apply for grants as they apply to the library needs and services it provides.

**Turtle Lake Letter of Notification of Missed ACT 150 deadline:** The problem of a late submission for ACT 150 Funds by the Turtle Lake Public Library was discussed. Turtle Lake applied for funds a month late and by Wisconsin Statue 43.11 their application request cannot be honored. A letter dated October 7, 2009 to the Turtle Lake Library explaining the procedure and the law was reviewed and a motion to approve and send the letter was made by Mr. Deprey, seconded by Ms. Shimon; motion carried.

**Director's Report:** Circulation statistics year-to-date:

Total Books by mail (includes jail) 7,753 Users report Books-by-Mail is a valuable service.

Total MORE circulation 15,697

2009 Program Attendees 465

Program sessions year-to-date 36

Director Foxwell has presented programs at Village libraries, Health Care Centers, the Adult development Center, and Schools.

A chart showing the value of volunteers serving the Polk County Library Federation was presented. It showed total hours served of 1,276 for a value of \$18,783

**Election of Officers/Board Appointments:** a unanimous ballot was cast to reappoint Ms. Mansergh and Mr. Bonneprise to serve another term on the board. The officers remain the same after another unanimous ballot; Chair: Nate Deprey; Vice Chair: Gerald Newville and Secretary: Jim Beistle.

**Staffing Update:**

2010 staffing A personnel change was discussed with a plan to finish the year with temporary fill-in staff.

A recent grant of \$25,000 was secured to help with library technology which needs to be matched by locally raised funds by the end of this year or it will be lost. The friends of the Polk County Libraries are seeking donations and grants to fill the need for a technology staff person.

**2010 Budget:** A summary of 2009 year-to-date budget and 2010 budget proposals was reviewed. The Federation 2010 budget is a work in progress. The board decided to not pursue a 2010 budget appeal as there is cutting in the budget or staff reduction.

**2010 Polk County Long Range Plan:** The Polk County Library Federation Long range goals were reviewed. A motion to approve was made by Mr. Deprey, seconded by Ms. Mansergh; Motion carried.

**Items for Next Month's Agenda:** 2010 Budget, 2010 Staffing, A change in the library board meeting schedule.

**Adjournment:** The business before the board completed, a motion to adjourn was made by Ms. Shimon, seconded by Mr. Newville; motion carried.

Minutes submitted by Edna Bjorkman  
for Secretary James Beistle