

The meeting was called to order at 5:32 p.m. by Chair Hertel.

**1.0 ROLL CALL** – Present: Chair L. Hertel, Trustee: M. Lindberg, B. Ludwig. Director P. Laughlin. Absent: none. Audience: Eric Branske, Assistant Library Director, Janice Sciano, Circulation Services Supervisor

**2.0 AGENDA ITEM**

- 2.1 Minutes of the March 28, 2019 meeting were reviewed. A motion was made and seconded (Lindberg/Hertel) to approve the minutes as presented; motion passed unanimously.
- 2.2 Committee reviewed the Library budget report for March 2019. Ms. Laughlin noted page numbers on the financial report to find details by account number. After a brief discussion, a motion was made and seconded (Lindberg/Ludwig ) to recommend to the full Board acceptance of the identified income and payment of bills; motion passed unanimously.
- 2.3 Committee reviewed the Library Board Funds for March 2019. After a brief discussion it was moved and seconded (Lindberg/Hertel) to recommend to the full Board acceptance of the identified income and payment of bills; motion passed unanimously.
- 2.4 Motion was made and seconded (Hertel/Ludwig) at 5:38 pm for the Finance & Personnel Committee to enter closed session pursuant to Wis. Statutes §19.85(1)(c), as is required for considering the employment, promotion, compensation or performance evaluation data for the Library Director, Circulation Supervisor, Youth services Librarian, Adult Services Librarian/Assistant Director, Library Assistant, Desk Clerks, Pages-Shelvers, Interns, Seasonal Pages, Substitute Librarians, and substitute Desk Clerks over which the governmental body has jurisdiction or exercises responsibility, to discuss the compensation and evaluation for specific individual employees. Roll Call Vote: Ayes: Hertel, Lindberg, Ludwig, Nays: none. E. Branske and J. Sciano were invited into closed session. Finance Committee convened into closed session at 5:38 pm. Motion was made and seconded (Lindberg/Hertel) to re-enter open session at 6:17 pm. Roll Call: Ayes: Hertel, Lindberg, Ludwig. Nays: none. Action: A motion was made and seconded (Ludwig/Lindberg) to recommend to the full Board the 2019 pay plans as discussed; motion passed unanimously.
- 2.5 Library/Village Employee Handbook: Ms. Laughlin reviewed pages 17 through page 29. Review of this document will continue next meeting.
- 2.6 Compensation & Wages: no report
- 2.7 Next meeting date: Thursday, May 23, 2019 (4<sup>th</sup> Thursday)

**3.0 ADJOURNMENT:** Motion was made and seconded (Ludwig/Lindberg) to adjourn at 6:24 p.m.; unanimously approved.

*Beth Ludwig* / (e-signature)

Beth Ludwig, Secretary

Finance & Personnel Committee: Lindy Hertel (Chair), MaryAnn Lindberg, Beth Ludwig  
Ex officio: Patricia Laughlin

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