

City of Sheboygan  
2017-08-24

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MinutesMead Public LibraryFinance Committee MeetingThursday, August 24, 20172:  
45 p.m.

The meeting of the Mead Public Library (MPL) Finance Committee was held on  
Thursday, August 24, 2017 in The Loft meeting room.

Present Committee Members: MPL Board Treasurer Dirk Zylman, presiding, Board  
President Maeve Quinn, Dolcye Johnson, and Henry Nelson. Staff members present:  
Director Garrett Erickson, Business Manager Debbie DeAmico, and Administrative  
Assistant Sydney Mehn.

Absent: None

#### OPENING OF MEETING

1.1

CALL TO ORDER AND DETERMINATION OF QUORUM: Johnson called the meeting

to order at 2: 44 pm. Johnson determined there was a quorum present.

1.2

#### APPROVAL OF MINUTES.

Approval of the Finance Committee minutes for Thursday,

May 25, 2017 meeting. Nelson moved to approve the Finance Committee minutes  
for the

May 25, 2017 meeting, Quinn seconded, the motion passed.

CLOSED SESSION

2.1

MOTION TO CONVENE IN CLOSED SESSION UNDER THE EXCEPTION SET

FORTH IN WISCONSIN STATE STATUTES  
19.85 (1)(c) FOR CONSIDERING

EMPLOYMENT, PROMOTION, COMPENSATION OR PERFORMANCE

EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE

GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY

FOR. Quinn moved to enter closed session. Zylman seconded. The motion passed with

the roll call vote being unanimous.

DISCUSSION REGARDING CURRENT AND PLANNED VACANCIES AT MEAD

PUBLIC LIBRARY

RECONVENE IN OPEN SESSION  
3.1

Zylman moved to reconvene in open session. Nelson seconded the motion. The motion

passed with the roll call vote being unanimous.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION  
4.1

REVIEW AND POSSIBLE ACTION ON PAYMENT OF CURRENT EXPENDITURES,

INCLUDING PAYROLL AND SPECIAL REVENUES (GRANTS, GIFTS AND

DONATIONS). Nelson moved to recommend to the full Board of Trustees to accept

payment of current expenditures, including payroll, recurring expenditures,  
and special

revenues including grants, gifts and donations. Zylman seconded the motion.  
The motion

carried.

RECEIVE 2017 BUDGET STATUS REPORT TO DATE. Programming budget is coming

close to the end, however all expenses pending are within budget.  
4.3

DISCUSSION 850 2 ND QUARTER PERFORMANCE  
4.4

DISCUSS AND POSSIBLE ACTION ON EMPLOYEE MEMBERSHIP FEE S

FUNDING. HR Committee to explore this policy to enhance interest in  
professional

development.  
4.5

DISCUSS AND POSSIBLE ACTION ON EMERGENCY GENERATOR COST. Final

quote came back at \$48,637.00 for the generator, with work having already  
begun.

DeAmico reported that the reserves are to cover the cost of this, with an additional \$9,870

in escrow that will be going back into reserves to be utilized.  
4.6

DISCUSSION AND POSSIBLE ACTION MPL FOUNDATION OPERATING FUNDS

OPTIONS TO REPLENISH FUNDS. Erickson reported the idea of utilizing the Friends

and the Trustees funding for programming next year in order to allow the Foundation s

operating funds to replenish. Further information to come as the concept is formulated.

4.7

DISCUSS POSSIBLE FUTURE FINANCE COMMITTEE ISSUES/AGENDA ITEMS.

None at this time  
4.8

CONFIRM COMMITTEE REPORT TO MEAD PUBLIC LIBRARY BOARD OF

TRUSTEES

UPCOMING MEETINGS  
5.1

Mead Public Library Finance Committee next meeting September 28, 2017 @ 2: 45  
pm

ADJOURN  
6.1

MOTION TO ADJOURN Quinn moved to adjourn the meeting, Nelson seconded. The

motion passed.

Being no further business the meeting adjourned at 3: 45 pm.

Generated by Sydney Mehn on Friday August 25, 2017