

City of Sheboygan
2015-11-19

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MEAD PUBLIC LIBRARY FINANCE COMMITTEE AGENDA - 2:45 PM - LIBRARY BOARD ROOM

Individual Library Trustees may attend the Finance Committee meeting below. It is possible that the resultant attendance may constitute a meeting of the Library Board pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis.2d 553, 494 N.W. 2d 408 (1993). To request a sign language interpreter please allow at least five weekdays' notice by calling 920-459-3400 via the Wisconsin Relay Service (800-947-3529) and ask for Pat Mueller (ext. 3411). Persons with disabilities who need other accommodations to attend the meeting should contact at least three weekdays in advance Director Garrett Erickson (459-3400 ext. 3414) or Pat Mueller (459-3400 ext. 3411). Meetings are held at the Mead Public Library, 710 N. 8th Street, Sheboygan, WI 53081

1. OPENING OF MEETING

1.1 CALL TO ORDER AND DETERMINATION OF QUORUM

1.2 APPROVAL OF MINUTES

ATTACHMENT: Finance Committee Meeting Minutes 10-22-2015.docx

2. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

2.1 REVIEW AND POSSIBLE ACTION ON PAYMENT OF CURRENT EXPENDITURES, INCLUDING PAYROLL AND SPECIAL REVENUES (GRANTS, GIFTS AND DONATIONS)

ATTACHMENT: Visa Credit Card Charges.xlsx

ATTACHMENT: Donation Received 10-26-2015 LaVerne Carter.xlsx

ATTACHMENT: Re-Ocurring November Accounts Payable.xlsx

ATTACHMENT: November Accounts Payables 11-18-2015.xlsx

2.2 REVIEW OF METRICS - PERSONNEL METRICS

ATTACHMENT: MPL Metric of Personnel Cost 2015.xlsx

2.3 LA VERNE CARTER LEGACY - ESTATE GIFT - DISCUSSION & POSSIBLE RECOMMENDATION TO BOARD OF TRUSTEES

2.4 RECEIVE 2015 BUDGET STATUS REPORT TO DATE

ATTACHMENT: November 2015 YTD Income Statement.xls

2.5 DISCUSSION AND POSSIBLE ACTION ON ACCOUNTS PAYABLE PAYMENT SCHEDULE - POSSIBLE RECOMMENDATION TO CHANGE FINANCE POLICY TO BOARD OF TRUSTEES

ATTACHMENT: MPL Finance Policy with Proposed Changes.pdf

2.6 DISCUSSION & POSSIBLE RECOMMENDATION TO BOARD OF TRUSTEES TO TRANSFER SICK LEAVE FUNDS TO A MPL SICK LEAVE RESERVE ACCOUNT

ATTACHMENT: Draft Motion-Sick Leave Fund Transfer-Yearly Audit.docx

2.7 DISCUSSION & POSSIBLE RECOMMENDATION TO BOARD OF TRUSTEES TO AUDIT SICK LEAVE RESERVE FUNDS ON AN ANNUAL BASIS

ATTACHMENT: Draft Motion-Sick Leave Fund Transfer-Yearly Audit.docx

2.8 CIP - FUTURE CAPITAL EXPENDITURES PRIORITY LIST

ATTACHMENT: Mead Capital Request 2017 - 2021.xlsx

2.9 DISCUSSION AND PLAN THE RESERVE FUND TARGET FOR THE END OF FISCAL YEAR

2.10 DISCUSS POSSIBLE FUTURE FINANCE COMMITTEE ISSUES/AGENDA ITEMS

2.11 CONFIRM COMMITTEE REPORT TO MEAD PUBLIC LIBRARY BOARD OF TRUSTEES

3. UPCOMING MEETINGS

3.1 ESTABLISH TIME AND DATE FOR NEXT MEETING

4. ADJOURN

4.1 MOTION TO ADJOURN

In compliance with Wisconsin's Open Meetings Laws, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

City Hall

Mead Public Library

Sheboygan County Administration Building

City's website