

Meeting Minutes
Village of Holmen Finance and Personnel Committee
February 8, 2011

The meeting of the Holmen Finance and Personnel Committee was held Tuesday January 11, 2011 in the Village Board Room.

Chair Mark Seitz called the meeting to order at 6:37 p.m.

Present at the meeting: Committee members, Mark Seitz, Neal Forde and Ryan Olson (6:42 p.m.). Also in attendance were Nancy Proctor, Robert Haines and Mary Willett.

Neal Forde/Mark Seitz motioned to approve the minutes of the January 11, 2011 meeting. Carried.

Dave Clements, Director of the LACVB presented to the committee regarding the reopening of the Visitor's Center on French Island under the LACVB and the request for Village participation. The Board is \$27,700 short of the lean budget for this first year.

Ryan Olson/Neal Forde motioned to contribute \$2,000 from the Room Tax Fund for 2011 LACVB Visitor's Center operations. Mark Seitz and Ryan Olson both affirmed that this is a most appropriate use of the room tax dollars for tourism in Holmen. The motion carried on a unanimous vote.

Administrator Willett presented the monthly report.

Claims for payment were reviewed and questions were addressed.

Ryan Olson/Neal Forde motioned to recommend to the Board the approval of the Temporary Class "B" license to the Holmen Fire Department for the Annual Fundraiser/Dance to be held March 26, 2011. Carried.

Ryan Olson/Neal Forde motioned to recommend to the Board the policy language that if the day after Thanksgiving is negotiated in mediation to be a day the Village is closed for business, that the day after Thanksgiving will not be classified as a "Holiday" but negotiated as a regular day closed to the public in exchange for a personal day from the employee benefits. Carried unanimously.

Ryan Olson/Neal Forde motioned to approve the job descriptions for Treasurer/Deputy Finance Director, Deputy Clerk/Deputy Treasurer and Part-time Receptionist/Secretary as presented. Motion carried unanimously.

At 8:03 p.m., Neal Forde/Ryan Olson motioned to convene into closed session per Wisconsin State Statutes 19.85(1)(c) and (e) for the one year evaluation of the Village Administrator/Clerk and the update on the competitive or bargaining on the Cherry Lane and proposed Library properties. Carried unanimously by a voice vote.

At 8:54 p.m., Ryan Olson/Neal Forde motioned to reconvene into open session per Wisconsin State Statute 19.85(2).

Ryan Olson/Neal Forde motioned to adjourn. Carried. The meeting adjourned at 8:55 p.m.

Mary M. Willett, Administrator/Clerk

