



JOINT MEETING - FINANCE AND PERSONNEL COMMITTEE AND MEAD PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES

September 26, 2022 at 5:00 PM

Council Chambers, 828 Center Avenue, Sheboygan, WI

FINANCE AND PERSONNEL COMMITTEE MEMBERS PRESENT: Chair Trey Mitchell, Vice Chair Roberta Filicky-Peneski, Alderpersons Barb Felde, Betty Ackley, and Grazia Perrella

MEAD PUBLIC LIBRARY BOARD OF TRUSTEES PRESENT: President Maeve Quinn, Ex – officio/Library Director Garrett Erickson, Trustees Amanda Salazar, Andre Walton, Kathie Norman, Marcos Guevara, and Meg Albrinck

MEAD PUBLIC LIBRARY BOARD OF TRUSTEES EXCUSED: Trustees Barbara Alvarez, Chris Campe, Sherry Speth, and William Bulson

STAFF / OFFICIALS PRESENT: Mayor Ryan Sorenson, City Attorney Chuck Adams, City Administrator Todd Wolf, Director of Information Technology Eric Bushman, Finance Director/Treasurer Kaitlyn Krueger, Deputy Finance Director Jessica Huss, Assistant to the City Administrator Carrie Arenz, Administrative Services Manager Debra DeAmico, and WSCS Cable TV Director Scott Mealiff

PUBLIC PRESENT: David Felde

OPENING OF MEETING

1. Call to Order

The meeting was called to order at 5:00 p.m.

2. Roll Call – Finance and Personnel Committee
3. Roll Call - Mead Public Library Board of Trustees
4. Pledge of Allegiance

The Pledge of Allegiance was recited.

5. Introduction of Committee Members and Staff

The members of the Finance and Personnel Committee and the Mead Library Board of Trustees were introduced.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Review of 2020 - 2022 Library Services

Library Director Garrett Erickson, supported by Library Board President Maive Quinn, provided a brief overview of the Mead Public Library and the services they provide. He explained the data collected and reported to the Wisconsin Department of Public Instruction. Library Board President Quinn explained how the board also utilizes this data.

No action taken on this agenda item.

7. Mead Library Budget

Director Erickson provided an overview of Mead Library's annual budget and the different funding sources available. Director Erickson reported 70% of the funding is from the City of Sheboygan, 20% from the County of Sheboygan, and the remaining 10% is from grants and donations. Director Erickson answered questions from the committee. Library Board President Quinn, supported by the Library Foundation President/Board Trustee Kathie Norman, discussed the restrictions on the different funding sources.

No action taken on this agenda item.

8. Healthcare

Library Board President Quinn requested that the new Director of Human Resources research alternate health insurance plans after the position is filled.

No action on this agenda item.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

9. Memorandum of Understanding - Mead Public Library Building

Library Board President Quinn suggested that the City of Sheboygan and the Mead Public Library enter into a Memorandum of Understanding to clarify each governing body's financial responsibilities toward the Mead Public Library. Board President Quinn explained the rationale for this request. Finance and Personnel Chair Trey Mitchell supported this idea.

There was no action taken on this agenda item.

ADJOURN

10. Motion to Adjourn Joint Meeting

MOTION TO ADJOURN THE JOINT MEETING AT 5:37 P.M.

Motion made by Andre Walton, Seconded by Amanda Salzar

Voting Yea: Library Board President Maeve Quinn, Garret Erickson, Kathie Norman, Amanda Salazar, Andre Walton, Meg Albrinck, Marcos Guevara

MINUTES

11. Approval of Minutes - September 12, 2022

MOTION TO APPROVE THE MINUTES FROM SEPTEMBER 12, 2022

Motion made by Vice Chair Filicky-Peneski, Seconded by Alderperson Ackley

Voting Yea: Chair Mitchell, Vice Chair Filicky-Peneski, Alderperson Felde, Alderperson Ackley, Alderperson Perrella

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

12. Res. No. 70-22-23 / September 19, 2022: A RESOLUTION approving Policy Number HR 141 FML titled "Family Medical Leave Policy."

City Attorney Chuck Adams explained the changes in the FMLA policy and answered questions from the committee.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Vice Chair Filicky-Peneski, Seconded by Alderperson Perrella

Voting Yea: Chair Mitchell, Vice Chair Filicky-Peneski, Alderperson Felde, Alderperson Ackley, Alderperson Perrella

13. Res. No. 71-22-23 / September 19, 2022: A RESOLUTION authorizing the appropriate City officials to execute a Recording and Broadcast Agreement between the City of Sheboygan and the County of Sheboygan.

Information Technology Director Eric Bushman explained the resolution and answered questions from committee.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE RESOLUTION

Motion made by Vice Chair Filicky-Peneski, Seconded by Alderperson Felde

Voting Yea: Chair Mitchell, Vice Chair Filicky-Peneski, Alderperson Felde, Alderperson Ackley, Alderperson Perrella

ITEMS FOR DISCUSSION ONLY

14. Hiring Process Update - Human Resources Department

City Administrator Todd Wolf shared that the city is in the process of contracting with Baker Tilly to recruit a new Director of Human Resources and Labor Relations. City Administrator Wolf answered questions from the committee.

DATE OF NEXT REGULAR MEETING

15. Next Meeting Date - October 10, 2022

ADJOURN

16. Motion to Adjourn

MOTION TO ADJOURN THE MEETING AT 5:49 PM

Motion made by Vice Chair Filicky-Peneski, Seconded by Alderperson Felde

Voting Yea: Chair Mitchell, Vice Chair Filicky-Peneski, Alderperson Felde, Alderperson Ackley, Alderperson Perrella