



FINANCE COMMITTEE
INCLUDING WORK SESSION OF VILLAGE BOARD
MEETING AGENDA
Thursday, August 22nd, 2019
Village Hall
5:30 PM

1. Call to Order
2. Establish Quorum
3. Citizen Comments
4. Approval of Minutes
5. Employee Handbook Discussion
6. First Quarter Financial Reports Discussion
7. Announcements
8. Adjournment

Finance Committee
Minutes
July 17th, 2019

Meeting called to order at 6:37 pm

Roll Call

Present:

Committee Members: Christine Klein, Aaron Kelly, Ryan Krajecki
Others: Lori Lyons, Jeff Magnussen, Mike Reid, Toby Koth

A quorum was established.

Citizen Comments

None

Minutes

Krajecki moved to approve the minutes of April 23rd, 2019. Seconded by Klein. Motion carried by voice vote.

Village Administrator

The committee discussed some sample job descriptions and offered comments. Krajecki offered to re-write the description and send to committee.

Employee Handbook

First draft almost complete - Lyons will send missing sections and Klein will distribute complete draft to committee for review.

MSI Reports

The committee discussed the format of the reports. It was decided to include the summary report at the board meeting on a quarterly basis with the full report being made available on Point Share on a monthly basis.

5/3 Accounts

The committee agreed to close all 5/3 accounts now that the Hampshire branch is closed. The accounts will be split between Resource Bank and Heartland Bank.

Announcements

None

Motion to adjourn made by Krajecki and seconded by Kelly. Motion carried by voice vote.
Meeting adjourned at 7:52 pm.