

MINUTES
McMillan Memorial Library
Finance Committee
February 8, 2022

DRAFT
Subject to
Approval

Committee Chair Susan Feith called the meeting of the McMillan Memorial Library Finance Committee to order at 5:35 p.m. She established that this was a public meeting and appropriate public notice was given.

ROLL CALL ATTENDANCE:

Committee Members Present: Susan Feith, Andrea Galvan, Craig Broeren, William Clendenning, Elizabeth St. Myers, and Kim Heniadis
Other Board Members Attending: Eric Montag, Scott Kellogg and Doug Machon
Administration: Andrew Barnett and Vicki Steiner

MINUTES: A motion to approve the Minutes of the January 4, 2022 Finance Committee meeting was made by Mr. Broeren, seconded by Ms. Heniadis. Motion carried.

OLD BUSINESS: Ms. Feith reported that Attorney Nick Flanagan will present information about endowment fund options to the Board at the March meeting.

NEW BUSINESS: Ms. Feith directed attention to a spreadsheet of information about comparable libraries to McMillan, prepared by consultants at the South Central Library System (copy attached to original Minutes.) Review of the salary data comparables on the spreadsheet followed. Salary and wage rates at McMillan were also discussed. The committee agreed on various elements of information to recommend for the ad to be posted for the Library Director's position: Salary – \$92,255; and application submittal to the Board in care of the City of Wisconsin Rapids Human Resources Department. Ms. Feith will contact the City HR Department for specifics. **A motion to recommend these adjustments to the ad was made by Ms. Heniadis, seconded by Mr. Broeren, and passed unanimously.**

It was determined that review and modification of the position description covering specific tasks will take place within the personnel committee, since this was not immediately necessary to posting the job.

ITEMS FOR NEXT AGENDA:

Review of cash handling procedures and policy discussion.
Full accounting report for Learning Futures Project revenue.
Discussion regarding creation of a reserve account policy.

A motion to adjourn was made by Mr. Broeren. The meeting was adjourned at 6:43 p.m.

The next meeting of the McMillan Memorial Library Finance Committee will be held on March 10, 2022, at 5:00 p.m.