

UNAPPROVED
MINUTES OF THE MEETING
OF THE
MEAD PUBLIC LIBRARY BOARD
FINANCE COMMITTEE
November 10, 2010

The meeting of the Mead Public Library Board Finance Committee was held on Wednesday, November 10, 2010 in the Public Conference Room. Present Committee Members: Mr. Nelson, presiding; Mrs. Johnson, Ald. Montemayor, and Ms. Quinn. Other Board Members Present: Mr. Wackowski. Others Present: City Finance Director James Amodeo. Present Staff Members: Ms. Winkle and Mr. Zehfus.

1. & 2. Mr. Nelson called the meeting of the Finance Committee to order at 1:30 p.m. and determined there was a quorum present.

3. Mrs. Johnson **moved** to approve the minutes of the Finance Committee meeting of October 25, 2010. **Seconded** by Ald. Montemayor. The motion **passed**, 4-0.

4. Mr. Nelson sought information about transfer of funds associated with the 2/2010 budget amendment adding \$228,000 to the 2010 appropriation to the Library Fund. Mr. Amodeo stated the funds would be transferred at the end of this fiscal year. The committee then briefly discussed 2011 budget matters with Mr. Amodeo. When the discussion ended, Mr. Nelson thanked Mr. Amodeo for attending and answering the committee's questions. Mr. Amodeo then departed.

5. Mr. Nelson began review and possible action on approving the Purchasing Agent's advertising for contractor bids on Phase One of the Mead Public Library (MPL) HVAC improvement project. Mr. Zehfus outlined the status of the HVAC and chiller project. Ald. Montemayor **moved** to approve and recommend to the trustees for their approval. Ms. Quinn **seconded** the motion. The motion **passed**, 4-0.

6. Mr. Nelson began review and possible action on a proposed revision to City of Sheboygan Municipal Code section 58-36 concerning Library Board meetings with the Common Council Finance committee. Ms. Winkle stated the revised language has been reviewed by the City Attorney and the chair of the Common Council Finance Committee. Discussion followed. Ald. Montemayor **moved** to approve the language as presented, recommending the Board agree with the proposed changes. Ms. Quinn **seconded** the motion. The motion **passed**, 4-0.

7. Mr. Nelson began review and possible action on the manner of presenting recurring expenses for approval at the meetings of the MPL Board. The committee discussed the matter. Mr. Wackowski recommended recurring expenses be recorded for the Board on a simple spreadsheet. Mrs. Johnson **moved** to approve this change in the manner of presenting recurring expenses for adoption by the Library Board. Ms. Quinn **seconded** the motion. The motion **passed**, 3-1.

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8. Mr. Nelson confirmed the report to the Board.
9. The next meeting will be scheduled as needed.
10. At 2:18 p.m. Mr. Nelson adjourned the meeting.

Recorded by Sharon Winkle, Library Director