

**MINUTES (DRAFT)**  
**MEAD PUBLIC LIBRARY**  
**FINANCE COMMITTEE MEETING**  
**Thursday, December 20, 2012**

The meeting of the Mead Public Library (MPL) Board Finance Committee was held on Thursday, December 20, 2012 in the Public Conference Room. Present Committee Members: Mr. Zylman, presiding; Ald. Carlson, Mrs. Johnson, Mr. Nelson, and Mrs. Quinn. Unable to attend: Mr. Sampson. Others present: City of Sheboygan Chief Administrative Officer James Amodeo. Present Staff Members: Ms. Winkle and Mr. Zehfus.

1. The meeting was called to order at 2:15 p.m. by Zylman.
2. Zylman determined there was a Quorum present.
3. Johnson **moved** to approve the Finance Committee minutes of November 15, 2012. **Seconded** by Quinn. The motion **passed**.
4. Zylman began review and possible action on payment of current expenditures, including payroll and recurring expenditures. Nelson **moved** to recommend the Board approve the current expenditures. **Seconded** by Carlson. The motion **passed**.
5. Winkle stated the City 2013 Budget had been approved. This item can be removed from future agendas.
6. Nelson **moved** to convene in Closed Session for purposes set forth in Sec. 19.85 (1) (c) to consider the compensation of selected employees of the Library Board. **Seconded** by Carlson.
7. A roll call vote was held on the motion to convene in closed session. The motion **passed**. All present voting: yes.
8. Closed session.
9. Carlson **moved** to reconvene in Open Session. **Seconded** by Quinn. The motion **passed**. All present voting: yes.
10. Zylman introduced review and possible action on items presented during the Closed Session. Quinn **moved** to recommend to the Board that the Finance Committee supports the recommendations of the Human Resources Committee for compensation of the personnel appointed to the Interim Library Director and Interim Youth Services Manager positions based on Library Board policy regarding promotions. **Seconded** by Carlson. The motion **passed**.
11. Zylman introduced discussion and possible action on a 2014 budget development timeline. Amodeo provided information about the city's budget preparation timeline and possible funding parameters. Discussion followed. By consensus the Committee decided to defer action at this time and place the timeline on the January agenda.
12. Zehfus reported that the Rocca Meeting Room project was finished and that the previously

approved purchase of ten replacement office chairs will be concluded during the final days of 2012.

13. Zylman stated future Finance Committee agenda items should include updating the budget timeline and discussion of service priorities.

14. Zylman confirmed that he will make the Committee report to the Mead Public Library Board at its meeting this afternoon.

15. The date of the next meeting will be January 24th or as needed.

16. Carlson **moved** to adjourn the meeting. **Seconded** by Nelson. The motion **passed**. Zylman adjourned the meeting at 3:12 p.m.