

VILLAGE OF WINNECONNE
30 S 1st Street, Winneconne, WI 54986

PERSONNEL & FINANCE MEETING MINUTES

March 12, 2024

2:05 p.m.

Personnel & Finance Committee meeting was called to order at 2:04 pm by Trustee Brenda Kubasta, Chair

Roll Call: Trustees Miles Girouard, Steve Foster & Brenda Kubasta were present. Also, present were Trustee Mike Bouras, Trustee Paul Olson, Administrator Fuller

Public Participation: None

Communications: None

Approve Minutes: Motion by Trustee Girouard, seconded by Trustee Foster to approve the February 15, 2024 minutes, all Ayes.

Old Business:

Financials:

- Various financials were discussed along with questions to each department head on the 2023 Audit, Budget to Actual reports, and 2024 Budget.
- Update on ARPA funds to date were provided by Trustee Kubasta. Still waiting to reconcile until I received the AIT invoice.
- Administrator Fuller shared update on 5-year plan.
- The Fee Committee is waiting until after the April election; it was suggested that each committee review their fees and look at surrounding communities fee structure.

Old Business:

- 2024 Policy manual was tabled until Attorney Wade can attend and provide his insight into changes we might make.
- Letter of Engagement update was tabled until President Boucher can provide an update on status.
- Administrator Fuller provided an update to the Treasurer search.

New Business:

- None

Follow-up/Next meeting

- Policy manual
- Letters of Engagement
- Fees committee update

Confirm next meeting date: Monday, April 8th @ 2:00 pm

Meeting Adjourned: Motion by Trustee Girouard, seconded by Trustee Foster to adjourn at 3:43 pm, all Ayes.

Village of Winneconne Approved 4/8/2024

Attest: *Brenda Kubasta*

Brenda Kubasta, Chairperson