



**Hudson Area Joint Library
Finance Committee
Unapproved Meeting Minutes
October 20, 2020 – 4:30 PM**

- 1. Call to order at 4:30 p.m. by Schrock. Roll call, certification of compliance with opening meeting laws and public record laws, and introduction of visitors and guests.**

Board members present: Berning, Schrock, Whiteley, Peterson.

Visitors: Aaron Reeves, Mike Johnson

Staff: Shelley Tougas, Madeline Page

- 2. ACTION ITEM:** Approve agenda
Motion by Whiteley to approve agenda
Second by Schrock
Discussion: None

Vote Taken: MOTION CARRIED – 3 Ayes / 0 Nays

- 3. ACTION ITEM:** Approve minutes from September 15th meeting
Motion by Whiteley to approve minutes
Second by Schrock
Discussion: None

Vote Taken: MOTION CARRIED – 3 Ayes / 0 Nays

- 4. ACTION ITEM:** Discussion and recommendation to approve financial reports and recommend bill payment.
 - Discussion and possible action on invoices that are not recurring expenditures or are not within the approved 2020 Budget, if any.
 - Discussion and possible action on regularly recurring expenditures that are within the approved 2020 Budget.
 - Discussion and possible action on 2020 Year-to-Date Income Statement
 - Discussion and possible action on 2019 and 2020 Budget Comparison
 - Discussion and possible action on recommendation to pay monthly invoices, as presented on the Library Claims Form
 - Discussion and potential action item: legal fees/billing

Motion by Berning to approve a-e, pulling f.

Second by Whiteley

Discussion: None

Vote Taken: MOTION CARRIED – 3 Ayes / 0 Nays

Discussion of Item f: Berning asked Reeves to include the Library directors on library-related correspondence between the city attorney and the city administrator.

Motion by Berning to pay legal fees of \$351.50 out of undesignated funds.

Second by Whiteley

Vote Taken: MOTION CARRIED – 3 Ayes / 0 Nays

5. DISCUSSION: Occupancy agreement

Reeves was present to answer questions about the Occupancy agreement. Staff will send proposed changes to Reeves.

6. DISCUSSION AND POTENTIAL ACTION ITEM: Director salary range

Motion by Whiteley to set a range for the director job salary for \$80,000 - \$105,000.

Motion failed for lack of a second.

Motion by Berning to set a range of \$70,000-\$105,000 on the job posting as a salary range.

Second by Whiteley.

Vote taken: MOTION CARRIED - 3 Ayes / 0 Nays

7. ADJOURN

Motion to adjourn at 5:20 by Berning

Second by Whiteley

Discussion: None

Vote taken: MOTION CARRIED - 3 Ayes / 0 Nays

Respectfully submitted,
Shelley Tougas