

Minutes of the
Nicolet Federated Library System
Board of Trustees Finance Committee
Monday, October 2, 2023 at 12:00 p.m. via Zoom

Present: Marsha Hoeffs, Chair; Becca Berger (Ex-Officio); Michael Poradek; Corrie Campbell; Kathy Pletcher; Tracy Vreeke, NFLS Director

Excused: Cheryl Maxwell

MINUTES

1. **Call to Order.** The meeting was called to order 12:02 PM.
2. **Agenda Revisions.** None.
3. **Open Forum.** None.
4. **Approval of the August 7, 2023 Minutes.**

Member Poradek made a motion to approve the Minutes from August 7. Seconded by Member Berger. **Motion carried.**

Member Poradek made a motion for the Finance Committee to convene in Closed Session, seconded by Member Campbell. Roll Call was taken, and all members agreed to have Kathy Pletcher, Chair of the Personnel Committee, join the Closed Session. All members agree to convene in Closed Session. **Motion carried.**

Pursuant to Wisconsin Statutes Section 19.85(1)(c), the Board will convene in Closed Session for Personnel Recommendation.

5. **Personnel Recommendation (K. Pletcher)**

The members of the finance committee approved of the Personnel Committee chair recommendation of a base salary increase for director and COLA and merit raises for all staff. These are included in the proposed 2024 budget.

Motion to reconvene in Open Session made by Member Campbell and seconded by Member Poradek. **Motion carried.**

Meeting Reconvened in Open Session.

6. **Review of Proposed 2024 Budget.**

Director Vreeke discussed percentage changes across the Proposed 2024 Budget, including Staff Services, Operating Expenses, Travel and Training, Contracted Services, Capital Outlay, Library Development, and Revenues.

7. **Motion to Approve 2024 Proposed Budget and Submit to NFLS Board of Trustees for Approval at their October 12 Meeting.**

Member Campbell made a motion to approve the 2024 Budget as proposed to submit to the full Board of Trustees, seconded by Member Poradek. **Motion carried.**

8. **Adjourn.**

It is noted and accepted that Member Poradek will be unable to attend the October 12 Board of Trustees meeting and did vote in approval of item #7. Member Berger made a motion to adjourn the meeting, seconded by Member Poradek. The meeting was adjourned at 12:45 PM.

Respectfully Submitted,

Maryssa Paulsen, NFLS Administrative Assistant