

**Merrill Area Public Schools
HR/Finance Committee Meeting
September 14, 2022 Meeting Minutes**

The meeting was called to order by Brett Woller at 5:30 pm in the Central Office Board Room.

Board members present: Kevin Blake, Kendra Osness, Shannon Murray, Kelley Strike, Linda Yingling (in for Volpe) and Brett Woller. Absent: Maria Volpe. Others present: Megan Kautzer, Jacqueline Gemler.

MOTION by Blake, second by Yingling to approve the August 10th, 2022 Finance/Human Resources Committee Minutes. Kendra Osness and Brett Woller abstained from the minutes. Motion carried unanimously.

Finance:

(A) Review of Annual Meeting Budget Presentation and 2022-2023 Budget Book:

Recommended motion to forward to the full Board the approval of the 2022-2023 budget presented. 1st by Osness, 2nd by Blake. Motion carried unanimously.

(B) Resolution Authorizing Temporary Borrowing in an Amount Not to Exceed \$6,400,000; Issuance Of Tax and Revenue Anticipation Promissory Notes; and Participation in the PMA Levy and Aid Anticipation Notes Program: **Recommended motion for the full board to approve the resolution authorizing temporary borrowing in an amount not to exceed \$6,400,000; issuance of taxable tax and revenue anticipation promissory notes; and participation in the PMA Levy and Aid Anticipation Notes (PLANN) Program and approving Dr. Kelley Strike as the acting fiscal agent for MAPS regarding signatures required on the day of the offering and other documentation relating to this borrowing. 1st by Osness, 2nd by Blake with an amendment to move to the full board for approval. Carried unanimously.**

(C) Changes to Support Staff Handbook Regarding Vacation Days: **Recommended motion to forward to the full Board the approval of the handbook change. 1st by Blake, 2nd by Yingling. Carried unanimously.**

(D) Changes to Teacher and Support Staff Handbooks Regarding Dress and Grooming: **Recommended motion to forward to the full Board to modify the Teacher and Support Staff handbook language regarding personal appearance and staff dress code to that as outlined in the topic summary sheet. 1st by Blake, 2nd by Osness. Carried unanimously.**

(E) Referendum Update: Discussion only.

Human Resources

(A) Personnel Report - Standing Agenda Item: Review only.

Standing Agenda Item For Policy Review by Finance/HR Committee:

Policy 8310.01 Public Records Fee Schedule

Policy 8325 Receipt of Legal Documents by District Employees

Motion to table this topic for the next meeting made by Woller. 1st by Osness, 2nd by Blake. Carried unanimously.

Items for next meeting: Tabled policy review. No other items

MOTION by Woller to adjourn. 1st by Yingling, 2nd by Osness. Carried unanimously at 6:49PM

Notes by: Jessica Geurink, HR/Finance Assistant