

**Village of Holmen
Park, Recreation, and Library Committee
Meeting Minutes - Wednesday, February 5, 2014**

Committee Chairman Forde called the Holmen Park, Recreation, and Library Committee meeting to order at 5:32 p.m. on February 5, 2014 at the Holmen Village Hall.

Present: Neal Forde, Dawn Kulcinski, Ryan Olson, Mike Brogan, Chris Geary, Deen Layland
Absent: Scott Heinig **Guests:** None

Motion by Kulcinski, seconded by Forde to approve the minutes of the January 8, 2014 meeting. Carried unanimously.

Public Comment: None.

Library Director's monthly report: Layland provided the committee with the 2013 end of the year library usage report. Total library circulation usage was down by 3.7% from 2012 and the door count was down 5.2%. Layland stated that Internet uses were down 13.8% and reference questions were down 7.1% from 2012. Layland also provided the committee with the January 2014 usage report. Layland stated that total circulation was down 14% from January 2013 and the door count was down 5.5%. Layland attributed this to the recent weather conditions. The internet uses were up 8.3% and reference questions were up 7% compared to January 2013.

Park and Recreation Director's monthly report:

Recreation: Brogan stated that the programs in progress included youth basketball, cheerleading, adult volleyball, adult fitness classes, and indoor soccer. Brogan informed the committee that the cheerleading program will be performing at halftime of the Holmen High School girls basketball game on February 8. Brogan stated that the spring soccer deadline recently passed and a few registrations are still coming in. Brogan informed the committee that the Chris Geary is finishing work on the Spring/Summer program brochure and that it will be ready for distribution by February 21. Brogan stated that the hiring of Spring/Summer employees is in progress. Brogan informed the committee that Madeline Wells began her internship with the department on January 20.

Parks: Brogan updated the committee on the Rotary clock, stating that it hasn't been working for the past month and we will be getting a replacement battery pack soon. Brogan stated that January has involved a lot of snow removal and snow removal equipment repairs. Brogan informed the committee that the acoustic panels will be installed in the Halfway Creek Park West Shelter in late February.

Pool: Brogan stated that previous staff has until February 21 to indicate if they are returning for 2014.

Village Hall: Brogan informed the committee that 1 laptop and 2 desktop computers have been ordered and new server and exchange software will be up for approval by Finance and Personnel. Brogan stated that in April 2014 Microsoft will end support and updates for Windows XP and Microsoft exchange server 2003.

The committee reviewed a proposal for the quote on a 72" snow blade attachment and a Tilt-Tatch attachment for the Tool Cat. Brogan stated that these attachments will replace the previously proposed brush hog. Brogan stated that the snow blower and the broom attachments that we currently have do not always clear all of the snow and the 72" snow blade will help with that. Brogan stated that the Tilt-Tatch can rotate an attachment at 15 degrees and can help clear things at an angle and on the side of a hill. Brogan stated that the 72" snow blade attachment will cost \$1,758.00 and the Tilt-Tatch will cost \$1,782.00. **Motion by Olson, second by Kulcinski to combine the motions and recommend to the Board approval of purchase for a 72" snow blade attachment and a Tilt-Tatch attachment from Bobcat of the Coulee Region in the amount of \$3,540.00 to be paid from 2014 capital outlay. Carried unanimously.**

Motion by Olson, second by Kulcinski to adjourn at 6:11 p.m. Motion carried.
-Chris Geary, Assistant Park & Recreation Director