

**Village of Holmen  
Finance and Personnel Committee  
Village Boardroom  
Holmen Village Hall  
421 S. Main Street  
Tuesday January 11, 2011  
6:30 p.m.**

**Revised 1/11/2011 2:00PM**

Committee: Chair Mark Seitz, Neal Forde, Ryan Olson  
Administration: Mary Willett  
Village Attorney: Alan Peterson

This meeting is held in compliance with Wisconsin's Open Meeting Law, State Statutes, Chapter 19, Subchapter V. As such it is open to the public.

**The Committee will convene into closed session for item #10.** Authority: Wisconsin State Statute 19.85(1) (e)(g)  
Competitive or bargaining reasons: appraisal services and union negotiations update;  
This meeting may constitute a quorum of the Village Board, or other village committees.

1. Call to Order
2. Approval of December 7, 2010 minutes.
3. Public Comment\*
4. Administrator's monthly report.
5. Review claims for payment and current financial statements.
- 6. Review Changes to EAP plan for acceptance or denial
7. Review/Discuss Park & Recreation Salary Schedules
8. Review/Discuss proposed job descriptions for:
  - Treasurer/Finance Director, Deputy Clerk/Deputy Treasurer, Part-time receptionist
9. Closed Session
10. Reconvene into open session
11. Action/Discussion on closed session items
12. Adjourn

Mary M. Willett,  
Village Administrator/ Clerk

**\*PUBLIC COMMENT:** The Committee may receive information from the public, but the Committee reserves the right to limit the time that the public may comment and the degree to which members of the public may participate in the meeting.

**PERSONS WITH DISABILITIES:** If you need accommodation to attend this meeting, please call 526-4336 as soon as possible.