

**VILLAGE OF MOUNT HOREB
FINANCE/PERSONNEL COMMITTEE MINUTES
AUGUST 5, 2020**

The Finance/Personnel Committee met in regular session via virtual meeting due to COVID-19.

Call to Order/Roll Call: Chair Scott called the meeting to order at 5:30pm. Present were Committee members Hill, Hoffman, and Nortman. Committee member Czyzewski was absent. Also present were Administrator Owen, Assistant Administrator Hagen, Finance Director/Treasurer Hall, and Clerk/Deputy Treasurer Gross.

Consider May 6, 2020 minutes: Nortman moved, Hoffman seconded to approve the May 6, 2020 minutes. Motion carried by unanimous voice vote.

Consider recommendation for Employee Handbook Social Media Usage Policy 600-12: Owen explained the policy. The committee discussed and asked questions. Hill moved, Hoffman seconded to approve the policy. Motion carried by unanimous voice vote.

Staff Reports: Hall gave an update on the budget. She stated things look as expected with the budget, and that she is working on the draft 2021 budget. She also stated that we received the funding from the CARES ACT for COVID-19 expenses we have been tracking. Human Resources Director Wade Udelhoven gave an update on the various projects he is working on. Hall gave an update on the Vendor list. The committee asked questions on the listed vendors that were reviewed this year.

Future Agenda Items: Suggested future agenda items included a debt management policy and a pay grade document.

Adjourn: There being no further business before the Committee, Nortman moved, Hill seconded to adjourn the meeting at 6:40pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Clerk/Deputy Treasurer