



Meeting: **Committee of the Whole**
Place: **106 S. Main St.**
Date: **Monday, January 12, 2015 @ 6:00 P.M.**
Webpage: **www.poynette-wi.gov**

Draft Minutes

The meeting was called to order at 6:00pm. Present were Hutchinson, Van Schoyck-Teeter, Boor, La'Tour, Fiore, Marquardt. Also present were: Village Administrator/Clerk/Treasurer Death and Attorney Hughes. Kaschinske arrived at 6:03 pm.

1. Approval of Agenda: Hutchinson/ Boor, MC 6-0
2. Public Communications & Comment: Death reported there will be a Primary Election on February 17th for Village Board President.
3. Scheduled Appearances: None
4. Approval of prior Committee Meeting Minutes of October 13, 2014: Boor/ Van Schoyck-Teeter motion to approve, MC 7-0
5. Committee Tasks
 - a. Discussion of Email/Electronic Communications Policy – addition of iPad/Tablet language. Corrections were asked to be made to clarify that current Board members keep their iPads and New Trustees as of January 1, 2015, do not. Corrections were requested to be brought back to next Village Board meeting for approval.
 - b. Discussion of Donation to the Village form and procedure. Death discussed that the Village will open a savings account at the Bank of Poynette when the first donation is made. If nothing is accomplished by the designated time, the money will be given back to the person(s) who made any donations. Wording corrections were made to the form and will be brought back to the next Village Board meeting for approval.
 - c. Discussion of future Trustee meeting schedule frequency. It was discussed to have Trustee meetings two times a month instead of three. Suggesting that the first meeting would be a Village Board Meeting and the second meeting would start as a Committee of the Whole meeting then have a Village Board Meeting immediately after to carry out any actions needed from the Committee of the Whole meeting. When asked what Monday's to hold the meetings on, it was left up to the office. Death suggested having the meetings on every second and fourth Monday of each month. Death and Hughes agreed to look up current ordinances on meetings and bring the changes back to the next Village Board meeting for approval.
 - d. Discussion of timeline and interview procedure for consideration of Administrator/Clerk/Treasurer candidates. It was agreed that any applications for the Administrator/Clerk/Treasurer position will be accepted until January 26, 2015. If a new Administrator/Clerk/Treasurer is not picked out of applications that have been sent in by that date, the deadline will be extended.
6. Review/Consideration of Upcoming Board/CoW Agenda items: iPad/Tablet Policy, Donation Form, discussion of Ice Rink, Chicken Ordinance

The meeting adjourned at 6:57pm
Tiffany Brisky
Deputy Clerk/Deputy Treasurer