

Finance, Insurance & Personnel Committee

Meeting Agenda

Thursday, September 25, 2025 – 2:00 p.m.

Village Hall – 123 5th Avenue, Minong, WI 54859

The meeting of the Finance & Personnel Committee will be held at the above time and place. Persons requiring assistance to attend or participate, in person or via telecommunications, are asked to provide at least 24 hours' notice. All agenda items are subject to discussion, consideration, and recommendation by the Committee to the Village Board.

1. Call to Order/ Roll Call

3. Approval of Agenda

4. Village Employee Handbook

- Handbook Leave Form (Vacation/Sick/Comp/PTO)
- Section 3.5 Work Schedules
- Section 6.5 Grievance Procedure (form and flow)
- Section 2.5 Employment Evaluation Section (form)

5. 2026 Budget

6. New Business/Ongoing/Upcoming Tasks

- Communication System – Text & Email Updates
- Organizational Chart
- Time Cards/Time Sheets
- Emergency Tasks Requiring Resolution (if any)
- Safety Equipment Grant Amount & What it Covers (Spectrum Ins.)

7. Items Postponed / For Future Discussion

- Upcoming Training
- Technical Issues
- Suggestions for Improvements

8. Schedule Next Meeting

9. Adjourn