

VILLAGE OF MCFARLAND  
**Committee of the Whole Minutes**

*Tuesday, February 24, 2026 - 5:30 PM*

**1. CALL TO ORDER.**

Village President Brassington called the Committee of the Whole meeting of the McFarland Village Board to order at 5:30 pm in the Community Room of the McFarland Municipal Center.

**2. ROLL CALL.**

Village Board members present: Village Trustee Kathy Annen, Village Trustee Ken Boyd, Village President Stephanie Brassington, Village Trustee Luke Fessler, Village Trustee Alisa Leamy, Village Trustee Miguel Peña, Village Trustee Lowell J. Prill

Village Board members not present: None

Staff Present: Village Administrator Matt Schuenke, and Deputy Administrator/Clerk Cassandra Suettinger.

**3. PUBLIC APPEARANCES.**

*a. This is an opportunity for attendees to provide public comment on matters that are not on the agenda. Attendees desiring to provide public comment on specific items on the agenda may do so at the time that agenda item is brought up. Zoom attendees wishing to speak should type their name, address, and the relevant agenda item in the Q&A feature within the online meeting platform. Zoom attendees may also register in support or opposition of an item through the Q&A feature. In person attendees should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your public comment. Please adhere to the 3-minute time limit. Written comments will not be read into the record during the meeting but may be sent to [village.clerk@mcfarland.wi.us](mailto:village.clerk@mcfarland.wi.us) to be included with the agenda materials.*

None.

**4. APPROVAL OF MINUTES.**

*a. Motion to approve the minutes of the October 28, 2025 meeting.*

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to approve the minutes of the October 28, 2025 meeting. Motion carries 7 - 0 - 0 by acclamation.

**5. BUSINESS.**

*a. Discussion on review the vacant DEI Strategist Position.*

The Village Board approved a referral on February 10, 2026 to review the position of DEI Strategist before we consider filling the vacancy. The board referred the matter to the Committee of the Whole to review our experience with the position including resource allocation, essential job duties and presence within the organizational structure. Village Staff presented the position description to discuss the essential functions of the position and our experience within the last two years. The board members provided input by reviewing the strengths, weaknesses, opportunities, and threats behind the position to support possible adjustments. Staff would review the input

provided, and the board members would review further at a Committee of the Whole in the future. No action was taken on the item.

**6. SCHEDULE NEXT MEETING DATE.**

*a. To be determined as needed.*

**7. ADJOURNMENT.**

Motion by Village Trustee Miguel Peña, second by Village Trustee Ken Boyd, to adjourn at 6:32

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin board in accordance with Open Meetings Law.

Respectfully submitted,  
Matthew G. Schuenke  
Village Administrator