

VILLAGE OF MCFARLAND
Finance Committee Minutes
Thursday, May 15, 2025 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

Village Trustee Luke Fessler called the Finance Committee meeting to order at 6:00 pm in the Community Room of the McFarland Municipal Center.

Members present: Luke Fessler, Stephanie Brassington, Kathy Annen

Members not present: N/A

Staff Present: Matt Schuenke, Lisa Skar

2. PUBLIC APPEARANCES.

- a. *This is an opportunity for members of the public to address the Finance Committee for items that are not on the agenda. Please remember this is a hybrid meeting conducted in person and through the Zoom online meeting platform. Meeting attendees wishing to address the Committee about items not on the agenda may do so at this time. Zoom attendees should type their name and address in the Question and Answer feature within the Zoom online meeting platform at this time. Members of the public who are present in person and wish to address the Committee 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 comments to the Committee for their consideration. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to finance@mcfarland.wi.us to be included as part of the meeting.*

Members of the public may also speak during their selected agenda item as they designate on the public comment form or in the Question and Answer feature on Zoom.
None.

3. APPROVAL OF MINUTES.

- a. *Motion to approve the minutes of the March 20, 2025 meeting.*
Motion by Village Trustee Luke Fessler, second by Village Trustee Stephanie Brassington, to approve the minutes of the March 20, 2025 Finance Committee meeting. Motion carries 3 - 0 - 0 by acclamation.

4. BUSINESS.

- a. *Introduction of New Members and Committee Responsibilities.*
Village Administrator Matt Schuenke provided a brief overview of the Finance Committee's purpose, goals, and responsibilities.
- b. *Discussion and action to make a recommendation to the Village Board regarding a Community Grant Application from the McFarland Community Festival.*
Don Peterson was present to provide information and answer questions related to the

Community Festival grant application.

Motion by Village Trustee Luke Fessler, second by Village Trustee Kathy Annen, to recommend approval to the Village Board of a Community Grant Application in the amount of \$5,000.00 from the McFarland Community Festival. Motion carries 2 - 0 - 1 by acclamation, with Village Trustee Brassington abstaining.

c. Discussion and action to make a recommendation to the Village Board regarding a Community Grant Application from the McFarland Equity Project.

Christine Pribbenow was present to provide information and answer questions related to the McFarland Equity Project community grant application.

Motion by Village Trustee Luke Fessler, second by Village Trustee Kathy Annen, to recommend approval to the Village Board of a Community Grant Application in the amount of \$1,995.62 from the McFarland Equity Project. Motion carries 2 - 0 - 1 by acclamation, with Village Trustee Luke Fessler abstaining.

d. Discussion regarding updates to Chapter 2 (Budget Development Policy) of the Fiscal Policy Manual.

Village Administrator Matt Schuenke provided an overview of the Government Finance Officers Association's (G.F.O.A.) Distinguished Budget Award application process. He and Finance Manager/Treasurer Lisa Skar shared and discussed the documents staff are using to determine which requirements have been met and which aspects of the budget document need additional work to bring them up to the G.F.O.A standards.

Village Administrator Matt Schuenke began providing an overview of the Chapter 2 Budget Development Policy; however, due to an internet outage, a special meeting, to be held on May 20, 2025 at 5:30 pm, was requested to wrap up this discussion.

5. SCHEDULE NEXT MEETING DATE.

a. Thursday, June 19, 2025 at 6:00 pm - Need to Reschedule due to Holiday

Due to an internet outage, the remaining portion of this meeting was rescheduled to 5:30 pm on Tuesday, May 20th. At that meeting, the June meeting date and time will be determined.

6. ADJOURNMENT.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Kathy Annen, to adjourn at 6:45 p.m.

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,
Lisa Skar
Finance Manager/Treasurer