

VILLAGE OF MCFARLAND  
**Finance Committee Minutes**  
*Thursday, July 17, 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: Stephanie Brassington, Kathy Annen, Luke Fessler

Members not present:

Staff Present: Village Administrator, Matt Schuenke, Finance Manager/Treasurer, 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](mailto: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 June 24, 2025 meeting.*

Motion by Village Trustee Luke Fessler, second by Village President Stephanie Brassington, to approve the minutes of the June 24, 2025 Finance Committee meeting. Motion carries 3 - 0 - 0 by acclamation.

**4. BUSINESS.**

- a. *Discussion and action to make a recommendation to the Village Board regarding updates to Chapter 2 (Budget Development Policy) of the Fiscal Policy Manual.*

Village Administrator, Matt Schuenke, discussed the proposed updates to Chapter 2

(Budget Development Policy) of the Fiscal Policy Manual.

Motion by Village Trustee Luke Fessler, second by Village Trustee Kathy Annen, to approve a recommendation to the Village Board regarding updates to Chapter 2 (Budget Development Policy) of the Fiscal Policy Manual. Motion carries 3 - 0 - 0 by acclamation.

*b. Discussion regarding updates to Chapter 3 (Debt Management Policy) of the Fiscal Policy Manual.*

The Finance Committee and Village Administrator, Matt Schuenke, discussed proposed updates to Chapter 3 (Debt Management Policy) of the Fiscal Policy Manual. This will be discussed again at the next Finance Committee meeting.

**5. SCHEDULE NEXT MEETING DATE.**

*a. Thursday, August 21, 2025 at 6:00 pm.*

**6. ADJOURNMENT.**

Motion by Village President Stephanie Brassington, second by Village Trustee Kathy Annen, to adjourn at 6:50 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