Monarch Library System – Finance/Operations Joint Committee Minutes

Virtual Meeting
Monarch Library System
4632 S Taylor Drive
Sheboygan, WI 53081

Date: Thursday, June 9, 2026 Called to Order: 3:31 pm Adjourn: 4:11 pm

1. Call to Order: At 3:31 pm Doane called the meeting to order.
2. Verification of Compliance with WI Open Meeting Law: The meeting was posted in accordance with the open meeting law.
3. Roll Call of attendees online: Doane, Katzka, Sprenger, Goehring, Westfall, Marose, Quinn, Trustees, and Grover, Federer, MLS staff
4. Public Comment or Correspondence: None
5. Approval of Agenda: Katzka motioned to approve the agenda for the meeting. Westfall seconded. Motion carried.
6. Approval of the minutes of the Operations Committee meeting of February 3, 2026: Sprenger motioned to approve the minutes of the Operations Committee meeting on February 3, 2026. Marose seconded the motion. Motion passed.
7. Approval of the minutes of the Finance Committee meeting of May 14, 2026: Goehring motioned to approve the minutes of the Finance Committee meeting on May 14, 2026.
    a. Westfall pointed out that the location of the meeting was incorrectly listed as Lakeview Community Library. This should be corrected to Kewaskum Town Hall.
    b. Marose stated she was not present at this meeting and thus could not have objected. The objection will be removed.

    Sprenger seconded the motion with the modifications. The motion passed.
8. Employee Handbook review and revision:
    a. Grover presented the Sick Leave Policy as written in the MLS Handbook.
        i. Grover explained the lack of clarity in the interpretation and process of administration of remaining sick leave upon retirement.
        ii. Through discussions with WRS, other systems, and with our auditors, it was determined that:
            1. Health insurance through WRS is not available to locally paid annuitants. It is only available to those directly employed by the State of Wisconsin or the UW system.

2. The options available to local plan enrollees who retire to the WRS are:
    a. The system pays a portion of the retiree's insurance premiums as "locally paid annuitant" if the retiree chooses to retain insurance through the ETF system.
    b. The system can provide the retiree a payout of sick leave hours remaining as of the last day of employment at the retiree's current rate of pay as a check to the retiree or through the funding of an HRA account set up by the retiree.
3. Goehring motioned to approve the following addition to the Sick Leave Policy:
    a. **Upon retirement to the WRS, the sick leave payout will be made as part of the final payroll payment to the retiree or to the retiree's HRA account, calculated based on the employee's base pay rate at the time of retirement.**

   Marose seconded the motion. Motion carried.

9. The next meeting of the Operations Committee will be Tuesday, July 7, 2026, at Lakeview Community Library at 3:30 pm
10. The next meeting of the Finance Committee will be a virtual meeting on Monday, August 3, 2026, at 3:30pm.
11. Westfall motioned to adjourn the meet at. 5:45 pm. Sprenger seconded the motion.