

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING

**Joint Village/Town/Library Board Special Subcommittee Minutes
January 2, 2013**

Call to Order: Meeting was called to order by Chair Keith Seward at 6:00 p.m. Town representatives present: Dean Streiff and Keith Seward. Village representatives present: Joan Betz and Roger Truttmann (6:20). Library Board representatives present: Jody Hoesly and Kevin Budsberg. Also in attendance: Village Administrator Nicholas Owen.

Announcement: All cell phones shall be silenced for the duration of the meeting.

Approval of the Agenda: Motion by Kevin Budsberg, second by Jody Hoesly to recommend approval of the agenda as presented. Motion carried.

Approval of Minutes of 11/7/12 Meeting: No action taken.

Discussion/Recommendation: Consider Town Rental in New Library Proposals: Jody Hoesly presented a draft rental agreement discussed by the Library Board and Town Board Representatives. The agreement included the Town rental of space for Town offices and the use of the community room for meetings and elections (document attached to minutes). The rental rate included a discount for the Town's upfront capital contribution of \$42,000 from Town sinking funds and an estimated \$10,000 from impact fees. The base rent for the agreement is \$9,500 with a discount of \$2,600 based on the capital contribution for the total yearly rental payment of \$6,900. The rental payment will increase each year based on the Consumer Price Index. Keith Seward presented a revised version of the rental agreement including all the provisions of the previous agreement but also includes an in kind contribution of the existing Town Hall furniture to be used in the Community Room in exchange for the Library paying to finish the Town Hall office space (document attached to minutes). Jody Hoesly said her concern with that proposal is the end cost for finishing the Town Hall space and recommended including an allowance for the finishing the space and any amount above the allowance would be the responsibility of the Town. Keith Seward indicated he would not see an issue with using an allowance amount for finishing the Town Hall space. The committee discussed if the Town's in kind contribution of furniture would be sufficient to meet the needs of the community room. Jody Hoesly indicated that the architect provided estimates of furniture needs for the community room and that more furniture would be needed. Motion by Kevin Budsberg to include the rental agreement proposed by the Keith Seward and Dean Streiff on 1/2/13 in the letter of intent to be presented to the Library Board, Town Board and Village Board, second by Keith Seward. Jody Hoesly moved to amend the motion to include a finishing allowance for the Town Hall space in an amount to be determined by the architect, second by Kevin Budsberg. Motion on the proposed amendment carried. After brief discussion the amended motion by Budsberg carried. Kevin Budsberg will amend the letter of intent to include the recommended rental rate agreement for presentation to the Library, Town and Village Boards.

Set Next Meeting Date and Agenda Items: No action taken

Adjournment: Motion by Keith Seward to adjourn, second by Kevin Budsberg. Motion carried at 6:52 p.m.

Nicholas Owen, Village Administrator

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