

Baraboo Community Development Authority
Minutes of the Executive Committee
Tuesday, September 4, 2018

The meeting was called to order by Chairperson Wastlund at 6:00 P.M. in Room 205, Baraboo Municipal Building, 101 South Blvd., Baraboo, WI 53913

1. Roll Call

Present: Wastlund, Fordham, Bobholz

Absent: None

Staff: Patrick Cannon

2. Note of Compliance with Open Meeting Laws

The Chair noted that the agenda was posted in compliance with the Wisconsin State Statutes.

3. Approval of Agenda

A motion was made to approve the Agenda as presented

Fordham (1); Bobholz (2)

Aye: All via voice vote

4. Approval of Minutes

August 22, 2018

A motion to approve the minutes with minor changes

Bobholz (1); Fordham (2)

Aye: All via voice vote

5. Public Comment

No one from the public wished to speak.

6. Old Business

A. Building progress update

Staff gave a brief update on outstanding items related to the construction project.

7. New Business

A. Consideration and discussion of CDA Staffing and job Descriptions

The Committee reviewed the existing job descriptions and felt that several changes need to be addressed. The concerns were that both items were omitted from the descriptions and also they were listed twice in some descriptions.

The Committee made several specific comments that need to be addressed. Staff will make those adjustments.

After careful review, the Committee directed staff to move forward with these changes.

B. Adjourn into closed session per Wisconsin State Statute 19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

a. Compliance Officer

Motion: To adjourn into closed session as per Wisconsin State Statute 19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Wastlund (1); Bobholz (2)

Aye: Wastlund, Fordham, Bobholz (Roll Call)

Nay: None

Motion: To reconvene into open session and take no action

Bobholz (1); Fordham (2)

Aye: All via voice vote

Nay: None

8. Board Member Comments

No additional comments were made at this time

9. Adjournment

A motion was made to adjourn the meeting at 6:45 P.M.

Bobholz (1); Wastlund (2)

Aye: All via voice vote

Approved by Executive Committee on:

Carolyn Wastlund, Chair

Patrick Cannon, Recorder