

Committee of the Whole Meeting to discuss Bonus Goals, Website, Facebook Page, Welcome Packets, Electronic Sign.

September 5th, 2017

President Mire called the meeting of the Committee of the Whole to order at 7:00p.m..

Pledge of Allegiance

Roll call: Feims, Clark, Fowler, Rankin, Mire, Schneider and Robertson were present.

Rankin explained goal structure as presented. Through discussion it was determined modification was needed to the accommodate job specific requirements to the structure. Robertson noted before a bonus structure is created an evaluation form should be developed with expectations, then a bonus structure. Mire pointed out in the Employee Handbook the bonus goals are to be stated by criteria. It was agreed to table the bonus structure for now and move forward with an evaluation form to be addressed at a future Personnel Meeting. Schneider stated the Village cannot afford to give bonuses as done in the past. Mire would also like to see a wage compendium to tie in with the bonus structure with the understanding that a bonus is not a guarantee. All committee members will individually submit ideas to Rankin to build a platform for an evaluation form and bonus structure.

Clerk Housenga reported no materials were available from Web Guild yet on the redesign of the website. Mire stated after reviewing what Web Guild presents it may be an option to check into other web hosting providers.

Mire stated with website is not redesigned yet; the Facebook page will be completed first. Fowler stated the Facebook page and Welcome Packets will go together hand in hand. When a new resident is given a Welcome Packet enclosed will be a coupon or token for Rapids City businesses. This will be a good way for our local businesses to advertise with a onetime post inviting individuals to visit our community and adding a link to the business's owned website or Facebook page for more information. Businesses will be responsible for their own content on their own websites or Facebook page. Fowler reported Clerk Housenga and Billing Clerk Hoodjer will be the only individuals to update and post to Facebook page. Feims feels with this addition in responsibility to the Clerk/Collector and Billing Clerk this item should be added to the job description for each position.

Fowler presented materials concerning a proposed electronic sign for a future project to replace the current Rapids City sign near the bridge. This project is currently not in the budget but with upcoming budget planning we could be mindful of costs of electronic signage. Cordova and Hillsdale provided correspondence with pricing of the signage installed within their towns each was approximately \$31,000. Mire added the sign would be a good resource to promote Village meeting and events. Rankin included we need to be compliant with Village Ordinance about signage brightness when looking into further as well.

There being nothing further to discuss Mire adjourned this Committee of the Whole Meeting at 8:20p.m..

Village Clerk