

The Board of Trustees met on Tuesday, September 17, 2024, at the Nehawka Community Building. Chairman, Tim Dineen called the meeting to order at 7:00 p.m., noted the Open Meetings Act displayed for public viewing and roll call of the board. In attendance: Tim Dineen, Chad Krueger, Ian Begemann, Matt Anson, and Pat Neu. Five visitors were counted.

1. Review Clerk/Treasurer duties: Neu reviewed position which included accountability to the board and in compliance with state statutes and village code. Noted the need for open communication with board and maintenance. Reviewed essential duties and responsibilities performed on a daily basis and noted quarterly and yearly state and federal filings. Noted the need to provide consistent work hours each week.
2. Set Salary: Discussion to set the clerk/treasurer monthly salary per job description and responsibilities and the adequate time to perform such duties. Motion by Anson, seconded by Krueger to set the salary at \$1,250.00 per month. Motion carried.
3. Interview with McKenna Sobota: the candidate was asked multiple questions regarding the position which included why applying for this position, skills and experience they bring to the position, biggest challenge, and open to working a regular weekly schedule.
4. Interview with Morgan Turensky: the candidate was asked multiple questions regarding the position which included why applying for this position, skills and experience they bring to the position, biggest challenge, and open to working a regular weekly schedule.
5. Interview with Amy Archer: the candidate was asked multiple questions regarding the position which included why applying for this position, skills and experience they bring to the position, biggest challenge, and open to working a regular weekly schedule.
6. Review of candidates: Discussed and noted the strengths of each candidate during the interview process and information each candidate provided. Motion by Begemann, seconded by Dineen to offer McKenna Sobota the clerk/treasurer position. Anson abstained. Motion carried. Neu to email offer on behalf of the board with acceptance at October regular board meeting. Noted that present clerk/treasurer, Chris Lowther resigned at the August board meeting and the board determined her last day is October 1st and the need to be removed from the bank signature card. Motion by Begemann, seconded by Krueger to remove Chris Lowther from bank signature card and to temporarily add Pat Neu on the bank signature card. Neu to temporarily fill the clerk/treasurer position and train the new hire.

At 8:09 pm, motion by Begemann, seconded by Neu to adjourn the meeting. Motion carried.

Attest: Pat Neu
Acting Clerk/Treasurer
Trustee, Village Board