

**Village of Lena**  
**117 E. Main St., Lena, WI 54139**  
**Village Board Special Committee Minutes**  
**June 14, 2021, 8 a.m.**

Meeting was called to order.

Roll call: Nick Heise, Linda Hinds, Robert Borchert and Steve Marquardt.

Also present: Pauline Borchert and Charlene Meier.

Pledge of Allegiance was recited.

Approval of the agenda: Motion was made by L. Hinds/Borchert to approve the agenda. Motion was voted and carried.

Open Forum: None.

Village Board Room Renovation/Improvements: Digital Technology Plan – Member did not review the plan prior to this meeting. Lengthy discussion followed regarding technology upgrades. Committee requested Wayne Sleeter from Oconto County Technology to attend the next meeting for his input and expertise. Clerk is to check if that is cover under our yearly contract. A quote from CDW for an external hard drive and another monitor for the clerk came in at \$314.91. Motion was made by Marquardt/L. Hinds to approach the Finance Committee for approval of the quote from CDW in the amount of \$314.92 to add another monitor and external hard drive. Motion was voted and carried.

Chairs for board/clerk's office were reviewed in a dark color. Warranty not important. Updating tables – quotes from Al Wenzel and Jerry Herald are needed. Marquardt will contact Wenzel & Herald regarding the tabletops. A painting quote was received for \$1800.

Off-site storage and data collection/retention was discussed and possibly available at the old bank building. Clerk will check on the legality of off-site storage and keeping digital copies. L. Hinds/Heise made a motion to have the Finance Committee work through the details with Revolution regarding off-site storage and the cost. Motion was voted and carried.

A time management program was discussed. Clerk will check with the Village's current accounting software company if they have such a program, costs, availability, etc.

Board room flooring – A quote was received by HJ Martin in the amount of \$4135. L. Hinds will get a quote from Macco's Flooring. More open space is desirable.

Announcements/General Information/Set Next Meeting Date: August 9, 2021 @ 8 a.m.

Adjournment: Motion was made by L. Hinds/R. Borchert to adjourn. Motion was voted and carried at 10:07 a.m.

Respectfully submitted,

Charlene J. Meier  
Clerk/Treasurer