

# County Clerk's Office

Richland County, Wisconsin

Victor V. Vlasak  
County Clerk  
Administrative Coordinator

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March 25, 2014

## NOTICE OF MEETING

The Finance and Personnel Committee will be meeting on Tuesday, April 1, 2014, at 9:00 a.m., in the County Board Room, located on the Third Floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin, to discuss and/or take action on the following:

1. Call to Order
2. Proof of Notification
3. Agenda Approval
4. March 20th Minutes Approval
5. University of Wisconsin Extension
  - a. Administrative Secretary Job Description Update
  - b. Clerical Assistant II Job Description Update
  - c. Southwest Wisconsin Workforce Development Board Contract for Temporary Employee
6. Veterans Service Office Grant Fund Creation
7. July 1<sup>st</sup> Insurance Renewals – Workers Compensation, Crime and Boiler and Machinery
8. Civil Rights Compliance Plan for 2014 – 2017
9. Symons Natatorium Operations 2013 Budget Deficiency
10. Tax Deed Parcels
  - a. Town of Ithaca – Parcel # 016-0423-4200
  - b. Village of Viola – Parcel # 186-1833-1560
11. Adjourn

Sincerely,

Victor V. Vlasak  
Richland County Clerk

Copies to: Finance/Personnel Committee Members  
Richland Observer  
Fruit Broadcasting, LLC  
Bulletin Board, Our Files