

**PERSONNEL COMMITTEE MEETING
APRIL 3, 2007**

Chairman Linda Melton called the meeting to order at 7:30 P.M.

Trustee members present: Rick Anderson, Jill Miller, Tad Whitchurch, Lori Laye, Sally Hollembeak

Also, present: President Claeysen, Nancy Belt, David Nord, Joe Caveny, Chief Maitland

Linda Melton so moved to adopt the agenda. Sally Hollembeak seconded. Motion carried by voice vote.

Linda Melton so moved to approve the February 27, 2007 minutes. Sally Hollembeak seconded. Motion carried by voice vote.

HANDBOOK UPDATE

Linda Melton announced that she will hopefully have the handbook in final form at the April 24, 2007 personnel committee meeting. Linda Melton thanked the department heads, and village board members for helping to bring the employee handbook up to code.

PRESIDENT'S REPORT

President Jim E. Claeysen announced that he has approved for David Nord to obtain extra clerical help, this is for Angela Hale to work on the village's web-site. This was approved.

Linda Melton so moved to go into executive session for the purpose of discussing personnel, compensation and benefits. Rick Anderson seconded. Motion carried by voice vote.

Village Clerk, Nancy L. Belt was excused from the personnel and executive session meetings at 7:36 P.M.

Recorded by Village Clerk, Nancy L. Belt

Recorded by Trustee, Linda Melton

Trustee members present: Rick Anderson, Jill Miller, Tad Whitchurch, Lori Laye, Sally Hollembeak, Linda Melton

Linda Melton made the motion to adjourn at 10:00 p.m. Sally Hollembeak seconded. Motion carried by voice vote.

Approved on April 10, 2007