

**Village of Cherry Valley, Illinois Personnel Compensation & Benefits Committee Meeting
January 22, 2008**

Chairman Scott Kramer called the meeting to order at 7:41 P.M.

Trustee members present: Tad Whitchurch, Sally Hollembeak, Stephen Appell, James Coppernoll, Linda Melton

Also present: President Claeysen, David Nord, Joe Caveny, Chief Maitland, Sergeant Houde, and village deputy clerk Angela Hale

Scott Kramer so moved to adopt the amended agenda with Scott Kramer listed as chairman. Sally Hollembeak seconded. Motion carried by voice vote.

Sally Hollembeak so moved to approve the minutes of November 27, 2007. Steve Appell seconded. Motion carried by voice vote.

EMPLOYEE HANDBOOK:

Chairman Scott Kramer stated that the employee handbook was approved last year and that it needed to be distributed to the employees. Chairman Scott Kramer asked David Nord to distribute the new handbook to all the employees.

INSURANCE EDUCATION:

Chairman Scott Kramer and committee discussed options for insurance education for the employees. Attorney Jim Stevens recommended having a representative from the insurance company come and hold an informational class for the employees to attend. Joe Caveny stated that his department requests that they have their options available to them before open enrollment is closed on January 1st of each year and that they be informed of their expected contribution as well before the open enrollment is closed. Steve Appell stated that the employees should get information before the insurance changes. Linda Melton asked David Nord to contact Blue Cross & Blue Shield and ask for more information regarding the open enrollment period. President Jim Claeysen stated that the informational meetings should be yearly and mandatory for all employees, during normal business hours. Consensus was to proceed with yearly mandatory meetings in the fall of each year for the employees.

Executive session: 8:01 pm

Sally Hollembeak so moved to go into executive session to discuss personnel. Tad Whitchurch seconded. Motion carried.

Chairman Scott Kramer called the meeting back to order at 8:26 pm. Roll call: Scott Kramer, Tad Whitchurch, Sally Hollembeak, Stephen Appell, Linda Melton, and James Coppernoll

Sally Hollembeak so moved to adjourn at 8:26 pm. James Coppernoll seconded. Motion carried by voice vote.

Respectfully submitted by Village Deputy Clerk, Angela Hale
Approved by Chairman Scott Kramer on January 23, 2008