

VILLAGE OF EAGLE PERSONEL AND FINANCE
COMMITTEE MEETING MINUTES (Unapproved)

Call to Order/Open Meeting Law requirements: Meeting was called to order at 6:00 pm on August 1, 2013 by R. Spurrell. Open meeting law requirements were confirmed as being met by R. Spurrell.

Roll Call: P. Jones, L. Neuburg and R. Spurrell all present. Also present was Village Treasurer D. Sterzinger.

Approval of previous meeting's minutes: Motion to approve minutes from June 13, 2013 by P. Jones. Motion seconded by R. Spurrell. Motion carried 2 – 0 – 1; P. Jones and R. Spurrell in favor, L. Neuburg abstaining.

Public Comment: There was no public comment.

Discussion/consideration of new board member packet: After general discussion on open meeting laws and local ordinances in the packet referencing state statutes, L. Neuburg motioned to recommend approval of the new board member informational packet by the Village Board. Motion seconded by P. Jones. Motion carried with all in favor (3 – 0).

Discussion/consideration of revising employee evaluation forms: Discussion was held regarding how effective the evaluation forms are. Members will research into self evaluation forms to see about adding a self evaluation section to the current evaluation forms.

Discussion of 2014 budget: Discussion was held briefly regarding the general 2014 budget. Then the budget discussion focused specifically on the Village of Eagle office staffing aspect.

Discussion of office staffing model (sub item under Discussion of 2014 budget): It was noted that the treasurer will be retiring at the end of this year. R. Spurrell then stated that the current staffing of two part time employees was originally to save money. However with the current wages and hours the clerk and treasurer are holding R. Spurrell isn't sure there's much difference in cost. Therefore R. Spurrell asked the question if the committee felt there should still be two part-time employees at 29 hours per week or one full time employee with maybe a minimum hours part-time help. After discussion over both options it was asked for R. Spurrell to review the cost of each scenario and bring the bottom line numbers to the committee for review and a recommendation to the board.

Adjournment: Motion by P. Jones to adjourn. Motion seconded by L. Neuburg. Motion carried with all in favor (3 – 0). R. Spurrell adjourned the meeting at 7:16 pm.