

Village of Hoffman Estates

**GENERAL ADMINISTRATION & PERSONNEL
COMMITTEE MEETING MINUTES**

June 12, 2017

I. Roll Call

Members in Attendance:

**Karen Arnet, Chairperson
Gary Stanton, Vice Chairman
Karen Mills, Trustee
Anna Newell, Trustee
Gary Pilafas, Trustee
Michael Gaeta, Trustee
Mayor William D. McLeod**

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Arthur Janura, Corporation Counsel
Mark Koplín, Asst. Vlg. Mgr., Dev. Services
Mike Hankey, Dir. Of Trans.
Kevin Kramer, Economic Dev. Director
Patti Cross, Asst. Corporation Counsel
Ted Bos, Police Chief
Jordan Lester, Administration Intern
Bruce Anderson, CATV Coordinator
Suzanne Ostrovsky, Asst. to Village Manager**

The General Administration & Personnel Committee meeting was called to order at 7:10 p.m.

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Trustee Stanton, to approve the General Administration & Personnel Committee meeting minutes of May 8, 2017. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Discussion regarding Legislative Update.

Item summary sheet from Mr. James Norris was presented to Committee.

Mr. Norris provided comments.

2. Request acceptance of the Cable TV Monthly Report.

The Cable TV Monthly Report was presented to Committee.

Motion by Mayor McLeod, seconded by Trustee Pilafas, to accept the Cable TV Monthly Report. Voice vote taken. All ayes. Motion carried.

3. Request acceptance of Human Resources Management Monthly Report.

The Human Resources Management Monthly Report was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to accept the Human Resources Management Monthly Report. Voice vote taken. All ayes. Motion carried.

4. Request acceptance of Legislative Operations and Outreach Monthly Report.

The Legislative Operations and Outreach Monthly Report was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Legislative Operations and Outreach Monthly Report. Voice vote taken. All ayes. Motion carried.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to adjourn the meeting at 7:12 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Jennifer Djordjevic, Director of Operations
and Outreach / Office of the Mayor and Board

Date