

Village of Hoffman Estates

**GENERAL ADMINISTRATION & PERSONNEL
COMMITTEE MEETING MINUTES**

July 3, 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
Patti Cross, Asst. Corporation Counsel
Dan O'Malley, Deputy Village Manager
Joe Weesner, Senior Trans. Eng.
Ted Bos, Police Chief
Monica Saavedra, Director of HHS
Pete Gugliotta, Director of Planning
Fred Besenhoffer, Director of IS
Joe Nebel, Director of Public Works
Patrick Fortunato, Deputy Fire Chief
Rachel Musiala, Director of Finance
Bruce Anderson, CATV Coordinator**

The General Administration & Personnel Committee meeting was called to order at 7:00 p.m.

II. Approval of Minutes

Motion by Trustee Stanton, seconded by Trustee Pilafas, to approve the General Administration & Personnel Committee meeting minutes of June 12, 2017. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Request approval of an ordinance declaring Village property surplus and permitting the sale of personal property owned by the Village.**

Item summary sheet from Jordan Lester was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to approve an ordinance declaring Village property surplus and permitting the sale of personal property owned by the Village. Voice vote taken. All ayes. Motion carried.

2. Request acceptance of the Cable TV Monthly Report.

The Cable TV Monthly Report was presented to Committee.

Motion by Trustee Gaeta, 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 Pilafas, 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. (Deferral requested).

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to defer 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 7:02 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date