

Village of Hoffman Estates

**GENERAL ADMINISTRATION & PERSONNEL
COMMITTEE MEETING MINUTES**

August 6, 2018

I. Roll Call

Members in Attendance:

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

Member Absent:

Trustee Gary Pilafas

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Mark Koplin, Asst. Vlg.Mgr-Dev. Services
Kevin Kramer, Director of Econ. Dev.
Mike Hankey, Dir. Of Transportation
Patrick Seger, Director of HRM
Pat Fortunato, Fire Chief
Ted Bos, Police Chief
Kelly Kerr, Asst. Director of Public Works
Monica Saavedra, Director of HHS
Rachel Musiala, Finance Director
Fred Besenhoffer, Director of IS
Suzanne Ostrovsky, Asst. to the Village Mgr.
Patti Cross, Asst. Corporation Counsel**

The General Administration & Personnel Committee meeting was called to order at 8:08 p.m.

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Trustee Stanton, to approve the General Administration & Personnel Committee meeting minutes of July 2, 2018. Voice vote taken. All ayes. Motion carried.

REPORTS (INFORMATION ONLY)

1. Cable TV Monthly Report (July and August).

The Cable TV Monthly Reports were received and filed.

2. Human Resources Management Monthly Report.

The Human Resources Management Monthly Report was received and filed.

3. Legislative Operations and Outreach Monthly Report.

The Legislative Operations and Outreach Monthly Report was received and filed.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Stanton, to adjourn the meeting at 8:09 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date