

**GENERAL ADMINISTRATION & PERSONNEL
COMMITTEE MEETING MINUTES**

February 13, 2023

I. Roll Call

Members in Attendance:

**Karen Arnet, Chair
Karen Mills, Vice-Chair
Gary Stanton, Trustee
Anna Newell, Trustee
Gary Pilafas, Trustee
Mayor William D. McLeod**

Telephonic Attendance:

Michael Gaeta, Trustee

**Management Team Members
in Attendance:**

**Eric Palm, Village Manager
Dan O'Malley, Deputy Village Manager
Art Janura, Corporation Counsel
Peter Gugliotta, Director of Dev. Services
Jennifer Horn, Dir. of Planning & Trans.
Alan Wenderski, Dir. Of Engineering
Kevin Kramer, Dir. Of Economic Dev
Missy Brito, Communications Manager
Suzanne Ostrovsky, Asst. Village Mgr.
Ric Signorella, CATV Coordinator**

The General Administration & Personnel Committee meeting was called to order at 8:34 p.m.

II. Approval of Minutes – January 9, 2023

Motion by Trustee Stanton, seconded by Trustee Mills, to approve the General Administration & Personnel Committee meeting minutes of January 9, 2023. Roll call vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Request authorization to waive bidding and award the replacement of video editing systems to Key Code Media, Schaumburg, IL, in an amount not to exceed \$39,980.**

An item summary sheet from Ric Signorella and Suzanne Ostrovsky was presented to Committee.

Ms. Ostrovsky provided background on the request.

Trustee Pilafas inquired about backup options and asked about the significantly lower pricing. Mr. Signorella commented and indicated the Village does receive preferred pricing due to registration of products.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to award the replacement of video editing systems to Key Code Media, Schaumburg, IL, in an amount not to exceed \$39,980. Roll call vote taken. All ayes. Motion carried.

REPORTS (INFORMATION ONLY)

1. Cable TV Monthly Report

The Cable TV Monthly Report was 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

Mayor McLeod reported that he attended the NWMC Legislative Committee meeting on January 4 as well as Emergency Management Training for Board members on January 7.

IV. Other – Trustee Pilafas mentioned the new art display in the gallery from one of the north side residents.

V. Items in Review

VI. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Stanton, to adjourn the meeting at 8:41 p.m. Roll call vote taken. All ayes. Motion carried.

Minutes submitted by:

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

Date