

Village of Hoffman Estates

**GENERAL ADMINISTRATION & PERSONNEL
COMMITTEE MEETING MINUTES**

September 9, 2013

I. Roll Call

Members in Attendance: **Gayle Vandenberg, Chairperson**
 Gary Stanton, Vice Chairperson
 Karen Mills, Trustee
 Anna Newell, Trustee
 Gary Pilafas, Trustee
 Michael Gaeta, Trustee
 Mayor William D. McLeod

**Management Team Members
in Attendance:**

James Norris, Village Manager
Art Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplin, Asst. Vlg. Mgr, Dev. Services
Peter Gugliotta, Director of Planning
Mike Hankey, Director of Transportation
Patrick Seger, Director of Human Resources
Michael Hish, Police Chief
Jeff Jorian, Acting Fire Chief
Algean Garner, Director of H&HS
Joe Nebel, Director of Public Works
Bev Romanoff, Village Clerk
Nichole Collins, Emergency Mgmt. Coord.
Patricia Cross, Asst. Corp. Counsel
Bruce Anderson, Cable TV Coordinator

Others in Attendance: *Reporter from Daily Herald*

The General Administration & Personnel Committee meeting was called to order at 7:02 p.m.

II. Approval of Minutes

Motion by Trustee Pilafas, seconded by Trustee Gaeta, to approve the General Administration & Personnel Committee meeting minutes of August 26, 2013. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Request acceptance of Cable TV Monthly Report.

The Cable TV Monthly Report was submitted to the Committee.

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

2. Request acceptance of Human Resources Management Monthly Report.

The Human Resources Management Monthly Report was submitted to the Committee.

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

III. President's Report

IV. Other

V. Adjournment

Motion by Trustee Pilafas, seconded by Trustee Mills, to adjourn the meeting at 7:03 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date