

MINUTES
Personnel Committee Meeting
Monday, August 7, 2023
Meeting held in-person and virtually via Zoom & Teleconference
10:00 a.m.

1. **Call to order and attendance:** Robin Reid called the meeting to order at 10:02 a.m.
Personnel Committee Members present: In-Person - Robin Reid, Deb Miller, and Jen Snow.
Others present: In-Person - Wendy Crary, Adam Reno, and Michael Stoddard.
2. **Appoint minute taker:** Wendy Crary appointed minute taker.
3. **Read and approve minutes of the August 16, 2022 Personnel Committee Meetings:** Snow moved and Miller seconded to approve the minutes of the August 16, 2022 Personnel Committee Meetings. Motion passed with all in favor.
4. **Review and approve agenda:** Miller moved and Snow seconded to approve the agenda as presented. Motion passed with all in favor.
5. **At 10:04 a.m., Reid moved and Snow seconded to convene into closed session under Section 19.85(1)(c) of the Wisconsin Statutes for “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.”** Roll Call Vote, Ayes: Snow, Miller, and Reid. Motion passed with all in favor.
6. **Reconvene into Open Session:** Snow moved and Miller seconded to reconvene into open session at 12:49 p.m. Motion passed with all in favor.
7. **Discussion and possible action regarding employee evaluations:** The Personnel Committee will present employee evaluations to the Village Board. No action was taken regarding this item.
8. **Discussion and possible action regarding corrections to the Village of Spring Green Employee Personnel Policy.** Crary reviewed the proposed corrections and explained that the changes were recommended due to the auditors’ review of the policy. Snow moved and Miller seconded approval of corrections to the Village of Spring Green Employee Personnel Policy as recommended. Motion passed with all in favor. Final review and approval by the Village Board is required and this will be an agenda item at a future Village Board Meeting.
9. **General Public Comment:** There was no general public comment at this time.
10. **Adjourn:** Miller moved and Snow seconded to adjourn at 12:52 p.m. Motion passed with all in favor.