

SPECIAL TRUSTEES MEETING MINUTES

**Indian Point Village Center
Wednesday, May 5, 2010 7 pm
957 Indian Point Rd, Village Office**

The meeting was called to order at 7 pm by Jim Daily, followed by the Pledge of Allegiance.

Roll call attendance: Jim Daily - present, Bill Turner - present, Carole Kurtz - present, Tim Stout - present, Dave Canaday - present.

Staff: Rhonda Stout, Police: Brent Armstrong

Review personnel policy – Discussion concerning personnel policies.

Bill Turner left early.

Motion for executive session Section 610.022.1 personnel – motion made by Carole, seconded by Dave. Roll call – Dave-yes, Jim-yes, Carole-yes, Tim-yes, Motion carried.

Closed meeting under section 610.022.1 personnel matters.

Motion made to re-open the meeting by Dave, seconded by Tim. All voted to re-open. Motion carried. Meeting re-opened at 8:30 pm. Jim explained that personnel issues were discussed and no votes were taken.

Jim stated that Bill left a summary (attached) of suggested additions to the personnel policy.

Dave motioned to make an addition to section 1.5 of the Village Personnel Policy that the chief will provide the trustees with a monthly report. Tim seconded, motion carried.

It was agreed that the office will be open to the public from 8:30 to 4:30 Monday thru Thursday. The office staff will work 40 hours per week.

The motion was made by Tim to revise the Description of Work #13 to state: Keep a journal of the proceedings of the Trustee meetings, Planning & Zoning, and Police and Emergency Committee. Carole seconded, motion carried.

It was agreed that any routine reports given at trustee meetings will be provided to the office to be included in the minutes.

Dave made a motion to make an addition to Section 9 Miscellaneous – 9.8 Employees shall not make or take personal calls while working except in an emergency situation. Personal call shall be made during lunch breaks. Cell phones shall be turned off during working hours. Carole seconded. Motion carried.

It was agreed that one of the trustees will not attend the P & Z meeting May 6, 2010 to prevent three trustees from creating a trustee quorum.

Motion to adjourn was made by Tim and seconded by Dave.

Meeting adjourned at 8:50 pm.

Respectfully, Rhonda Stout

