

APPROVED

MINUTES OF AUGUST 12, 2014 PERSONNEL & POLICY COMMITTEE MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

The meeting was called to order at 6:09 p.m. and roll was called. Commissioners present: Committee Chair Bob Kimble, Committee Member/President Hilary Lee, Committee Member/Treasurer Steve Gaines, Vice President Seth Palatnik; Staff present: Executive Director/Board Secretary Lisa Sheppard, Director of Finance/Human Resources Carol Mensinger

There were no members of the public in attendance.

Approval of Minutes from the August 23, 2013 Personnel and Policy Committee Meeting was tabled until the Regular Board Meeting.

Matters from the Public: There were no matters from the public.

Review of Personnel Policy Manuals: Director Mensinger stated that manuals are reviewed every three years or sooner depending on changes to Personnel Law. Rob Bush and Bob McCabe, our legal counsel at Ancel-Glink, reviews and generates changes to the manuals. All changes and clarifications are highlighted.

The committee reviewed both Part-time and Full-time Personnel Policy Manuals including changes to Pre-placement Testing, Nepotism Policy, Organizational Chart, and new policies added including Medical Cannabis, Weapons Policy, and Staff Apparel Guidelines.

Personnel Policy Manual review and approval is slated on the August 19, 2014 Regular Board Meeting Agenda.

Executive Session: The Board Committee did not enter into Executive Session.

Adjourn: Commissioner Kimble moved to adjourn the meeting at 6:43 p.m. President Lee seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary