

Village
of
Brooklyn

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Personnel Committee
Wednesday December 16, 2009

The meeting was called to order at 6:38 Members present were Mark Bruner, Wendy Layton and Helen McCord. Harry Barger and Nadine Walsten were also present.

Mark motion to approve November 18 minutes. Helen 2nd. Motion passed.

Time sheets were reviewed

Mark motion to recommend to the Board accepting the Police Office Permanent Part-time job description. Wendy 2nd. Motion passed.

Mark motion to recommend to the Board accepting the Police Officer Regular Part-time job description. Wendy 2nd. Motion passed.

Mark motion to recommend to Board that we let Carol carry over one week of vacation until the end of March (going to New York with a group of kids). Wendy 2nd. Motion passed.

Mark motion to have Carol write the drug testing policy. Helen 2nd. Motion passed.

We will take the evaluation forms from the lawyer's office home to review and discuss them next month..

Helen needs to make more corrections on chapters 1 and 2.

Nadine will continue working on the Professional Conduct Policy and bring it back next month.

Harry and Nadine left the meeting

Mark Motion to convene into closed session pursuant to Wis. Stats 19.85 (1)(c) to discuss employee issues at 7:45 and to reconvene at 8:15. Wendy 2nd. Voice vote Wendy aye, Mark aye, Helen aye.

Mark motion to reconvene to open session at 8:26. Wendy 2nd. Voice vote Wendy aye, Mark aye Helen aye.

We will meet again on January 4 to continue our discussion in closed session.

Wendy Motion to adjourn. Mark 2nd. We adjourned at 8:35.