
From: Ruth Cavanagh <ruthcavanagh10@gmail.com>
Sent: Thursday, November 14, 2024 9:48 PM
To: Cavanagh, Ruth; SRV Mayor; Berger, Christopher; SRV fiscalofficer; SRV adminassist
Subject: HR Meeting, 11/14/24

Follow Up Flag: Follow up
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The scheduled, sunshined HR meeting was called to order at 2:07 pm on 11/14/24. Attendees were Councilmen Berger and Canton, Fiscal Romanowski, Mayor Koons.

Discussion to finalize Resolutions 24-1 thru 24-7 after review by Solicitor.

24-1 still need clarification about working maximum of 14 or 16 hours, plowing. To be placed in the OT section of the Handbook.

24-2 Birth and Death. Becomes a new section under Policies of the Village.

24-3 Recognition of Volunteers, Retirees. To be placed under Policies.

24-4 Employee Performance Appraisals; added to section of same name. Berger detailed this decreases subjectivity.

24-5 Elected Officials Travel Policy. Place under New Policies.

24-6 Employee Recognition. Place under New Policies.

24-7 Use of Village Vehicles. Place in Policy section, Vehicles.

Word revisions occurred in some of the above. These may be introduced 11/28/24.

Mayor discussed intent to schedule class(es) regarding safe environment/workplace function.

Adjourn at 3:15 pm.

Respectfully submitted,
Ruth Cavanagh, Chair