

## **APPROVED MINUTES**

### **Personnel Committee Meeting**

**Tuesday, September 13, 2022 at 6:30 p.m.**

**Jackson Municipal Complex**

**Village Board Room**

**N168W19851 Main Street**

**Jackson, WI 53037**

#### **1. Call to Order and Roll Call**

President Schwab called the meeting to order at 6:30 p.m.

Member Present: Trustee Kruepke

Member Excused: Trustee Emmrich

Staff Present: Administrator Jen Keller

#### **2. Approval of Minutes for the Personnel Committee Meeting of August 9, 2022**

Motion by President Schwab, second by Trustee Kruepke to approve the Personnel Committee minutes of August 9, 2022.

Vote: 2 ayes, 0 nays. Motion carried.

#### **3. Closed session pursuant to Wis. Stats. § 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." The closed session is for the following purposes:**

- **2022 Village Administrator Performance Review**

Motion by President Schwab, second by Trustee Kruepke to convene into closed session at 6:32 p.m. to include the Personnel Committee.

Roll Call Vote: 2 ayes, 0 nays. Motion carried.

#### **4. Reconvene into Open Session**

Motion by President Schwab, second by Trustee Kruepke to reconvene into Open Session at 6:46 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

#### **5. Possible action related to the closed session, 2022 Village Administrator Performance Review**

No action was taken.

#### **6. Adjourn**

Motion by President Schwab, second by Trustee Kruepke to adjourn at 6:46 p.m.

Vote: 2 ayes, 0 nays. Motion carried.

Respectfully submitted:

Jen Keller

Village Administrator