

Village of San Jose
Special Board Meeting Minutes
October 25, 2016

Board Meeting called to order by President Worlow at 6:00 pm. Meeting was held at Village Hall, 309 S. 2nd Street San Jose, Illinois.

Roll call taken: Present: Allen, McCormick, Tibbs, Nolan and Smith

Absent: Skelton

Also in attendance: President Worlow and Clerk Coon

Meeting agenda was posted more than forty-eight hours in advance of the meeting on the outside and inside bulletin boards at Village Hall and is attached to and made part of the minutes.

Nolan made a motion with 2nd from Allen to enter into closed session per 5ILCS 120/2 (c) (5). **Roll Call Vote: Allen, Aye; McCormick, Aye; Smith, Aye; Tibbs, Aye; Nolan, Aye Skelton: Absent Motion Carried**

Entered into closed session at 6:01 pm

Exited closed session at 7:02 pm

-There were discussions pertaining to the retention of Clerk Coon and the consideration of possible hiring for appointment another person to be trained in the Village Clerk position. Nolan expressed her thoughts about the outcome of the closed session portion of this meeting in regards to the conversation referred to above. There was a discussion about the pay scale for Village Clerk to revert back to a salaried position due to the water billing duties being separated and assigned to a separate position at the October general board meeting. Smith made a motion to keep Clerk Coon until election 2017 at a salary of \$600.00 per month plus \$50.00 per meeting attended outside of the normal monthly board meeting with 2nd Allen. **Roll Call Vote: Allen, Aye; McCormick, Abstain; Smith, Aye; Tibbs, Nay; Nolan, Nay Skelton: Absent Motion Failed**

-There was a discussion about hiring a person to train for the Village Clerk position. All members present voiced their thoughts and concerns pertaining to this matter including the added expense and the benefits of hiring such a person. It was decided that a new position would be created to allow for training in the Village Clerk position.

McCormick made a motion, with 2nd by Tibbs, to retain Clerk Coon as Village Clerk at a salary of \$600.00 per month plus \$50.00 per meeting convened outside of the normal monthly board meeting beginning at the November 2016 board meeting with her being paid \$500.00 for the month of October due to monies already earned. **Roll Call Vote: Allen, Aye; McCormick, Aye; Smith, Aye; Tibbs, Aye; Nolan, Aye Skelton: Absent Motion Carried**

McCormick made a motion to allow each member present to name who they wanted to hire for the created training position as outlined above but rescinded his motion.

Nolan made motion, 2nd by Tibbs, to hire Lori Erwin to train as Village Clerk at a rate of pay being \$400.00 per month and \$25.00 per meeting convened outside of the normal monthly board meeting beginning at the November 2016 board meeting with her being paid \$200.00 for the month of October due only being a partial month. **Roll Call Vote: Allen, Aye; McCormick, Nay; Smith, Nay; Tibbs, Aye; Nolan, Aye Skelton: Absent Motion Carried**

Smith made motion to adjourn, with 2nd by McCormick, at 7:37 pm. Viva Voce: 5-0 Meeting adjourned.