

VILLAGE OF ELM GROVE  
ADMINISTRATIVE AND PERSONNEL COMMITTEE  
August 17, 2007

Present: Chairperson Torkelson, Trustees Haas, Schoenecker, Azpell, and Palmer. .  
Also Present: Village Manager David De Angelis and Monica Hughes.

1. Chairperson Torkelson brought the meeting to order at 7:30 a.m.
2. Schoenecker and Haas moved and seconded to approve the February 23, 2007 minutes. Motion carried 4-0, Azpell abstained.
3. De Angelis reviewed the position of the accountant and current job duties and responsibilities. He recommended a title change in the position from accountant to finance director. Haas recommended that a point be added to the job description under 'training and experience' that municipal experience/training is preferred for future hiring. Palmer and Azpell moved and seconded to change the accountant title to finance director. Motion carried 5-0.
4. No other business
5. Palmer and Schoenecker moved and seconded to go into closed session at 7:45 a.m. as permitted under Wisconsin §19.85(1) (c) to consider employment and compensation data over which the governmental body has jurisdiction and exercises responsibility, specifically non-represented wages and health insurance request from retired employee. Motion carried by roll call vote.
7. Palmer and Azpell moved and seconded to reconvene into open session and adjourn at 8:05 a.m. Motion carried.

Respectfully submitted,

Monica Hughes