

SPECIAL MEETING OF THE VILLAGE PRESIDENT
AND BOARD OF TRUSTEES
FRIDAY, MARCH 30, 2018
1:30 P.M.

CALL TO ORDER made by Village President Paul McCombie at 1:37 p.m. Deputy Clerk Palmer took roll:

ROLL CALL

Present: President: Paula McCombie
Trustees: Joseph Abbate, Steve Guranovich, Bernard Kerman, Hina Patel, Anthony Stagno.
Absent: Trustee: Therese DeSerto-Cohen.
A quorum was present. Also present was: Administrator Bob Palmer, Finance Director Michelle Bodie, and Chief Tom Roman.

CITIZENS COMMENTS: None

APPROVAL OF MINUTES: None

AGENDA ITEMS

1. Website Design Presentations
 - a. Nehlsen Communications by Mitch Seifert
 - b. Menagery by Rey Mena

Mayor McCombie introduced Mitch Seifert to the Village Board and asked him to make his presentation. Seifert utilized a PowerPoint presentation to provide background on his company, Nehlsen Communications, and their approach to constructing and maintaining websites. The Board then asked questions of Seifert in regard to security of the website and back-up measures. Following discussion and questions, Mayor McCombie thanked Seifert for attending and making the presentation. Seifert then left the meeting.

Mayor McCombie then introduced Rey Mena to the Village Board and asked him to make his presentation. Mena also utilized a PowerPoint presentation on background on his company, Menagery, and their approach to construction and maintaining websites. Mena emphasized developing the Village's brand and unique features of the Village to focus on. After a brief question and answer period, Mayor McCombie thanked Mena for attending and making the presentation. Mena then left the meeting.

2. Resolution concurring in the Appointment of and the Issuance of a Letter of Employment for Full-time Executive Assistant (Melissa Moeller): R-2018- 1799

Mayor McCombie introduced Melissa Moeller to the Village Board, who had joined the meeting at approximately 4:00 PM. Mayor McCombie asked Moeller to tell the Village Board about her background. Moeller explained her municipal experience and background for the Executive Assistant/Deputy Village Clerk position. After a brief question and answer period, Mayor McCombie requested a motion on the Resolution concurring in the Appointment of and the Issuance of a Letter of Employment for Full-time Executive Assistant (Melissa Moeller). Motion was made by Kerman

and seconded by Abbate to adopt the Resolution concurring in the Appointment of and the Issuance of a Letter of Employment for Full-time Executive Assistant (Melissa Moeller). On a roll call vote the motion carried unanimously.

3. Discussion on Website Design Proposals

The Village Board briefly discussed the two proposals and noting the strengths of each. Mayor McCombie suggested that references should be checked and therefore a decision would be at a future meeting.

OLD BUSINESS – None.

NEW BUSINESS – None.

ADJOURNMENT

Motion made by Trustee Kerman to adjourn the meeting. Seconded by Trustee Stagno.
The motion passed by voice vote and the meeting adjourned at 5:12 PM.

Minutes submitted by :

A handwritten signature in cursive script that reads "Bob Palmer". The signature is written in black ink and is positioned above a horizontal line.

Bob Palmer, Administrator

APPROVED APRIL 12, 2018