

Village of Maple Park

302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151

Village Hall: 815-827-3309

Fax: 815-827-4040

Website: <http://www.villageofmaplepark.com>

PERSONNEL COMMITTEE MEETING AGENDA

Tuesday, November 20, 2018

7:00 p.m.

Maple Park Civic Center

302 Willow Street, Maple Park, IL

1. CALL TO ORDER / ESTABLISHMENT OF QUORUM

Chairman Dries called the meeting to order at 7:05 p.m.

Village Clerk Liz Peerboom called the roll call and the following Committee members were present: Trustee JP Dries, Trustee Brandon Harris, Trustee Bart Shaver. Absent: Trustee Kristine Dalton.

Others present: Chad and Mike from CMJ Technologies, and Village Clerk Liz Peerboom.

2. **PUBLIC COMMENT** – *Any resident wishing to address the Board may do so according to the guidelines set forth in the “Rules for Public Comments at Public Meetings” handout. Please complete a speaker request form and submit it to the Village Clerk.*

None.

3. APPROVAL OF MEETING MINUTES

- October 16, 2018

Trustee Harris made a motion to approve the meeting minutes from October 16, 2018, seconded by Trustee Shaver. Motion carried by voice vote.

4. DISCUSSION OF IT BUDGET ITEMS WITH CMJ TECHNOLOGIES

Trustee Dries advised that he wanted to have representatives from CMJ Technologies, the village's IT consultant in to discuss the possible purchase of a new server. Chad Jewett and Mike King were present to talk about different choices for a new server. Mr. Jewett advised that the current server's warranty was expiring and so they went ahead and extended the warranty for another year so the village would have time to budget for a new server; adding that when that expires, the server will be 5 years old. He also advised that in 2020 Microsoft will stop supporting the village's current operating system. Mr. Jewett also had a concern about the village's internet connection for the addition of VOIPs. He said that he has quotes for a new internet provider, adding that he will give

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the quotes that he has received to Clerk Peerboom. He will include CMJ's cost to install the wiring and phones. The committee discussed Voice Over IP Phones (VOIP) and Mr. Jewett suggested adding the police department into the number of phones that would convert to VOIP, considering the cost isn't that great. The committee then discussed increasing the new server to 2 terabytes. Mr. Jewett advised that will get all the quotes to the village by the middle of January.

The committee then discussed migrating over to Office 365 to get rid of the web mail feature. Mr. Jewett said that there could be a mix of solutions for Office 365. He said that some users could purchase the premium Office 365, but others would purchase the cheaper versions because they might not have computers.

5. DISCUSSION OF EMPLOYEE HANDBOOK

Trustee Dries advised that the committee would not be discussing this item.

6. OTHER ITEMS FOR CONSIDERATION FOR FUTURE MEETINGS

Trustee Dries said that, in the past, the committee had discussed the possibility of hiring a village administrator. He said that through the strategic plan he has found information on possibly hiring a part-time village administrator, as a consultant, but he doesn't want to make any decisions until after the strategic plan is finalized on December 17th.

The committee also discussed the new sales tax numbers and what it could possibly be spent on. The committee talked about streets that need to be paved.

Trustee Dries advised that he will be cancelling the December meeting and come back in January with fresh ideas.

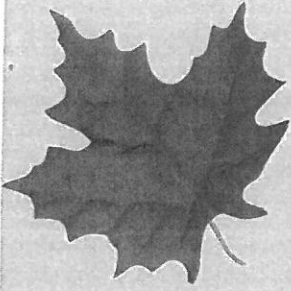
7. ADJOURNMENT

Trustee Harris made a motion to adjourn the meeting, seconded by Trustee Shaver. Motion carried by voice vote.

Meeting adjourned at 9:16 p.m.

Liz Peerboom, CMC
Village Clerk

Committee Members:
Trustee JP Dries, Chair
Trustee Kristine Dalton
Trustee Brandon Harris
Trustee Bart Shaver



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PERSONNEL & COMMUNICATIONS COMMITTEE

MINUTES

Tuesday, December 18, 2018

7:00 p.m.

Village of Maple Park

302 Willow Street, Maple Park, IL, 60151

Meeting was cancelled. The next Meeting was Scheduled for Tuesday, January 15, 2019.

Liz Peerboom, CMC
Village Clerk

Committee Members:
Trustee JP Dries, Chair
Trustee Kristine Dalton
Trustee Brandon Harris
Trustee Bart Shaver