

COMMITTEE MEMBERS PRESENT: M. Gleason, S. Havn, D. Schulz

COMMITTEE MEMBERS ABSENT: None

VILLAGE BOARD MEMBERS PRESENT: None

VILLAGE STAFF: K. Wahlen, S. Kohlhagen

1. Call to Order

The meeting was called to order at 9:00 a.m. by **S. Havn**.

2. Approval of November 21, 2013 Meeting Minutes

M. Gleason motioned, **D. Schulz** seconded to accept the November 21, 2013 Personnel minutes. Motion passed unanimously (3-0).

3. Dress Code

M. Gleason motioned to accept the Dress and Personal Appearance (Non-Uniformed Personnel) Code to be included in the Personnel Policy and move forward to the Board. Seconded by **D. Schulz**. Motion passed unanimously (3-0).

4. Adjourn

M. Gleason motioned and **D. Schulz** seconded to adjourn. Motion carried unanimously and meeting was adjourned at 9:15 a.m.