

The personnel meeting of the Benton Village Board was called to order by Village President, Gary McCrea, at 11:30 a.m. on August 5, 2011, with the following members present: Chuck Wartner, Lisa Lawrence and Gary McCrea. The meeting had been posted in four public places. Others present: none. Employees present: Darnell Hendricks and Ryan Carver. Proper notice of the meeting had been posted in four public places; the Village of Benton Business Incubator Building, Benton State Bank, Benton Post Office, and the Zephyr Depot.

The purpose of the meeting was to discuss proposed changes to the existing personnel manual- specifically related to the discipline and grievance procedure.

*Motion (Wartner, Lawrence) to recommend to the full board the proposed changes to the existing personnel manual related to the discipline and grievance procedure with the stipulation that it be reviewed by legal counsel either from the League of Wisconsin Municipalities or the Village's attorney prior to the August 17<sup>th</sup> regular village board meeting. Roll-all ayes. Carried.*

*Motion (Lawrence, Wartner) to adjourn. Voice-all ayes. Carried. The meeting adjourned at 11:55 a.m.*