

Amberley Village Council
Compensation & Benefits Committee – Minutes
March 28, 2011

In attendance: Peg Conway, Louis Katz, Merrie Stillpass, Fran Cohen, Margie Crowley, Bernie Boraten, Jack Monahan, Rich Wallace, Jeannette Boraten, Tom Neuman, Albert Lane, Ed Wertheimer, Ray Warren, Jason Phillips

Prior Minutes

The minutes from March 3, 2011, were approved as distributed.

Employee Pay/Manager Evaluation

Between the time the committee meeting was announced and the actual meeting date, Bernie Boraten had announced his retirement as Village Manager to be effective no later than May 31, so the meeting discussion became more general and forward-looking focusing on several areas:

- Manager job description – It was noted that the duties are outlined in the Village charter. The importance of economic development was mentioned, as well as the need to prioritize criteria.
- Search process – A committee process was suggested. Professional search firms exist that specialize in public sector positions. One example is Slavin consultants, a national firm whose local contact is former Hamilton County administrator David Krings. They have recently completed searches for Glendale and Wyoming at a cost of \$15,000-22,000. It's likely that a contract will be required for the new manager, which is typical practice. The need to reassure staff and to have an open process were mentioned.
- Evaluation and review – The importance of setting performance goals and clear criteria for the manager, based on the job description, and reviewing results regularly was noted.

There being no further business, the meeting was adjourned.

Chair: _____