

Village of Hoffman Estates

**GENERAL ADMINISTRATION & PERSONNEL
COMMITTEE MEETING MINUTES**

September 8, 2025

1. ROLL CALL

Members in Attendance:

**Patrick Kinnane, Chair
Gary Stanton, Vice-Chair
Karen Arnet, Trustee
Karen Mills, Trustee
Anna Newell, Trustee
Gary Pilafas, Trustee
Mayor William D. McLeod**

**Management Team Members
in Attendance:**

**Eric Palm, Village Manager
Arthur Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Jon Pape, Assistant Village Manager
Patrick Seger, Director of HRM
Kasia Cawley, Police Chief
Jim Donahue, Senior Planner
Jennifer Horn, Director of Trans. & Eng.
Ric Signorella, Cable TV Coordinator**

The General Administration & Personnel Committee meeting was called to order at 7:06 p.m.

2. APPROVAL OF MINUTES

Motion by Trustee Kinnane, seconded by Trustee Arnet, to approve the General Administration & Personnel Committee meeting minutes of August 4, 2025. Voice vote taken. All ayes. (Abstain: Mills). Motion carried.

3. PUBLIC COMMENT

4. OLD BUSINESS

5. NEW BUSINESS

A. Approval of an Ordinance authorizing the sale of personal property owned by the Village of Hoffman Estates (auction items).

An item summary sheet from Jon Pape was presented to Committee.

Motion by Mayor McLeod, seconded by Trustee Pilafas, to approve an ordinance authorizing the sale of personal property owned by the Village of Hoffman Estates (auction items). Voice vote taken. All ayes. Motion carried.

6. REPORTS (INFORMATION ONLY)

A. Cable TV Monthly Report

The Cable TV Monthly Report was received and filed.

B. Human Resources Management Monthly Report

The Human Resources Management Monthly Report was received and filed.

C. Legislative Operations and Outreach Monthly Report (deferral requested).

Motion by Trustee Arnet, seconded by Mayor McLeod, to defer the Legislative Operations and Outreach Monthly Report. Voice vote taken. All ayes. Motion carried.

7. PRESIDENT'S REPORT

8. OTHER

9. ITEMS IN REVIEW

10. ADJOURNMENT

Motion by Trustee Arnet, seconded by Trustee Pilafas, to adjourn the meeting at 7:08 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date