## Village of Iola Personnel Committee Meeting May 7<sup>th</sup>, 2024, held at 5:00 PM in the Village of Iola Community Room

Meeting called to order at 5:05 PM by Chairman Rassmussen. The opening statement was read.

Roll call: Members present: Jim Rassmussen, Dave Harper & Alan Bauer.

Motion made by Alan Bauer that in pursuant to the term of the Family Medical Leave Act the Personnel Committee recommends the adoption of the Village of Iola, Family Medical Leave Act Employee Request Form. Seconded by D. Harper. Motion passed.

The Personnel Committee reviewed PTO and vacation usage for the first quarter of 2024.

Review of employee handbook.

Next meeting is May 29, 2024.

D. Harper made the motion to adjourn. Seconded by A. Bauer. Motion passed.

The meeting adjourned at 6:16 PM.

Laura J. Krogwold, Clerk/Treasurer, Village of Iola