

Item #5:
Resolution Approving Minor Correction To Personnel Manual

VILLAGE OF LONG GROVE
RESOLUTION NO. 2011-R-___

RESOLUTION APPROVING FURTHER AMENDMENT TO
THE VILLAGE OF LONG GROVE EMPLOYEE HANDBOOK

WHEREAS, the Village of Long Grove has previously adopted personnel policies as part of the Village of Long Grove Policy Manual of 1999 (the "***Policy Manual***"); and

WHEREAS, the Village of Long Grove has previously adopted personnel policies as part of the Village of Long Grove Employee Handbook of 2010 (the "***Employee Handbook 2010***"); and

WHEREAS, the Village of Long Grove has previously adopted personnel policies as part of the Village of Long Grove Employee Handbook of 2011 (the "***Employee Handbook 2011***"); and

WHEREAS, in light of operations within the Village and a review of current policies and practices of the Village, the Village Board has directed that the Employee Handbook be further amended to correctly define Part-time employees as regularly working 1,300 hours or less annually; and

WHEREAS, the Village Board has been presented with, and has carefully reviewed, the "Village of Long Grove Employee Handbook of 2011 (Revised)," (the "***Employee Handbook 2011 (Revised)***"), a copy of which is attached hereto as Exhibit A; and

WHEREAS, the President and Board of Trustees have determined that it is in the best interests of the Village, its personnel, and its residents to approve the amendment to the Employee Handbook in;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LONG GROVE, LAKE COUNTY, ILLINOIS, AS FOLLOWS:

Section 1: Recitals. The foregoing recitals are hereby incorporated herein as findings of the Village Board of Trustees.

Section 2: Approval of Employee Handbook Further Amendments. The President and Board of Trustees hereby approve the Employee Handbook 2011 (Revised) as amended attached hereto as Exhibit A, which Employee Handbook 2011 (Revised) shall repeal and replace the "Employee Handbook of 2011".

Section 3: Effective Date. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this 8th day of March, 2011.

AYES: ()

NAYS: ()

ABSENT: ()

APPROVED this 8th day of March, 2011.

ATTEST:

Village Clerk

Village President

EXHIBIT A

Employee Handbook 2011 (Revised)

