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**VILLAGE BOARD MEETING**

**From:**

Meghan Winkler, Clerk/HR Manager

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**VILLAGE OF HARRISON**

**Meeting Date:**

December 16, 2025

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**Title:**

Clerk/HR Manager Monthly Report

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**Recommended Action:**

None.

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**Background and Additional Information:**

- The Finance Director and I have completed the tax preparation for the 2025 tax season.
- I attended a mandatory Badger Book training course in Bellevue in November, where updates to the system were discussed. The changes appear to enhance the system for election workers. Election training for workers is scheduled for January.
- The implementation process for the NeoGov Learn Module is complete, and we are prepared to begin utilizing it.
- We have closed open enrollment and will proceed with the renewal process.
- Chad, Alissa, and I interviewed six candidates for the IT Manager position. The selection process will move forward in the coming week.

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**Budget Impacts:**

None

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**Attachments:**

None