

VILLAGE OF HOMEWOOD



BOARD AGENDA MEMORANDUM

DATE OF MEETING: March 11, 2025

To: Village President and Board of Trustees

Through: Napoleon Haney, Village Manager

From: Amy Zukowski, Director of Finance

Topic: Oath of Office – Full-Time Finance Clerk

PURPOSE

Staff requests the Village Clerk administer the Oath of Office to Emma Lyons-Weber for the position of full-time Finance Clerk in the Finance Department.

PROCESS

Emma is a Homewood resident and has worked as a seasonal employee in Public Works with the Landscape and Maintenance division since 2021. When the Finance Clerk position recently became available, she was identified as an ideal candidate from a previous recruitment effort, and was offered the position. Emma's first day as a full-time Finance Clerk with the Village was on February 18, 2025.

Emma has a Bachelor of Science in Human Resource Management from Illinois State University, and is eager to learn all she can about municipal operations as part of the Finance Department. The Finance Department is excited to have Emma as part of the team and looks forward to all that she will be able to add to the department.

OUTCOME

Emma Lyons-Weber will serve as a full-time Finance Clerk in the Finance Department.

FINANCIAL IMPACT

- **Funding Source:** N/A
- **Budgeted Amount:** N/A
- **Cost:** N/A

LEGAL REVIEW

Not required

RECOMMENDED BOARD ACTION

Request the Village Clerk to administer the Oath of Office to Emma Lyons-Weber for the position of full-time Finance Clerk in the Finance Department.

VILLAGE OF HOMEWOOD



ATTACHMENT(S)

None