



REPORT TO APC

ITEM NAME:	Discussion and Possible Action: Onboarding Process/Materials for Village Board and Committee Members
MEETING DATE:	9/19/24
PRESENTING COMMITTEE:	APC
COMMITTEE CONTACT:	
STAFF CONTACT:	Lisa Kerstner
PREPARED BY:	Lisa Kerstner

OBJECTIVES: Create a checklist for onboarding new staff and elected officials.

RECOMMENDED ACTION: Approve checklist and handouts for elected officials and new staff.

ATTACHMENTS (describe briefly): Checklists and additional documents