



Report to Village Board

Agenda Item: Onboarding Session Materials for Newly Elected Trustees

Meeting Date: April 22, 2024

Referring Body: Administrative Policy Committee (APC)

Committee Contact: Chris Voll, Chair

Staff Contact: Leonard Ludi, Village Administrator

Report Prepared by: Leonard Ludi, Village Administrator

OBJECTIVE(S): Approve Onboarding session materials for Newly Elected Trustees to be utilized in 2024.

HISTORY/BACKGROUND: Mr. Dan Mahoney prepared a Committees and Commissions Handbook in early 2023 to be utilized as an onboarding document for newly elected official for the Village of Kronenwetter. It was presented through the APC committee and never approved by the Village Board. On April 16, 2024 APC approved moving forward with the presentation of Mr. Mahoney's Committees and Commissions Handbook for approval of the Village Board.

PROPOSAL: The Village Administrator is asking the Village Board to review the onboarding session materials to be utilized for newly elected Trustees. Once approved, it will be utilized for 2024 newly elected official's training materials.

RECOMMENDED ACTION: Approved onboarding session materials to be utilized for 2024 elected Trustees.

FINANCIAL

Financial Consideration/Action: NA

FUNDING SOURCE:

Account Number/Title:	#
Current Adopted Budget:	\$
Spent to Date:	\$
Remaining Budget:	\$
Requested Amount:	\$
Remainder of Budgeted Amount, if approved:	

ATTACHMENTS:

- Village of Kronenwetter Handbook for Committees and Commissions