
STAFF MEMORANDUM

TO: Village President and Board of Trustees

FROM: Anne Hanson, Human Resources Director

DATE: October 30, 2026

RE: Approval of 2027 Village Meeting Schedule and Holiday Schedule

Background

Each year, the Village Board approves the annual meeting schedule and employee holiday schedule for the upcoming calendar year. Staff has prepared the proposed 2027 schedules for consideration and approval.

2027 Village Meeting Schedule

The proposed schedule maintains the Village Board and Committee of the Whole meetings on the first and third Tuesdays of each month at 6:30 p.m., consistent with the Village's established meeting schedule.

Two exceptions are proposed for 2027:

- April 6, 2027 – Consolidated Election Day: The regularly scheduled meeting will be moved to Wednesday, April 7, 2027, to avoid a conflict with Election Day.
- August 3, 2027 – National Night Out: The regularly scheduled meeting will be moved to Wednesday, August 4, 2027, to accommodate National Night Out activities.

All other meeting dates will follow the established schedule.

2027 Employee Holiday Schedule

The proposed 2027 holiday schedule has been prepared in accordance with the Village's previously approved holidays and established practices for observing holidays.

No changes to the number of recognized holidays or existing holiday benefits are proposed. The schedule reflects the applicable calendar dates and observed days for 2027.

Recommendation

Staff recommends that the Village Board approve the 2027 Village Meeting Schedule and 2027 Employee Holiday Schedule as presented.

Attachments:

1. Proposed 2027 Village Meeting Schedule
2. Proposed 2027 Employee Holiday Schedule