

APPROVED  
**LAKE ZURICH BOARD OF TRUSTEES  
SPECIAL MEETING  
70 EAST MAIN STREET**

**Tuesday, August 28, 2007**

**1. CALL TO ORDER AND ROLL CALL**

Meeting was called to order at 5:35 pm.

Present were Village President Tolomei, Trustees Branding, Callahan (5:37 pm), Johnson, McAvoy, Poynton, and Taylor. Sharon Morien from the PAR Group was also present.

- 2.** The meeting was called for the purpose of discussing personnel matters by interviewing candidates for the position of Village Administrator.

Trustee Callahan entered the Board room (5:37 pm).

Ms. Morien reminded the Board to utilize the list of questions in the recruitment book located behind each candidate's resume. The interview would be timed and strongly suggested we save time to ask the final five questions.

**3. ADJOURNMENT**

MOTION was made by Trustee McAvoy, seconded by Trustee Johnson, to adjourn to Executive Session and not reconvene to open session.  
Voice vote, all in favor.  
MOTION CARRIED.

Meeting adjourned at 5:48 pm.

Respectfully submitted: *Gloria M. Palmblad, Village Clerk*

Approved by: \_\_\_\_\_  
President John G. Tolomei