



26 North Sixth Street  
PO Box 266 • Hilbert, WI 54129

920.853.3241 • Fax 920.853.3515  
adminclerktreasurer@hilbertwi.gov  
www.hilbertwi.gov

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Dated: January 2, 2024

For the record, this meeting has been properly posted and noticed.

NOTICE IS HEREBY GIVEN, that the Employee Grievance/Review meeting of the Village Board will be held at 5:00 p.m. on Wednesday, January 3<sup>rd</sup>, 2024, at the Village Hall located at 26 N. 6<sup>th</sup> St. at which time the following items of business will be discussed and possibly acted on:

Roll Call

Pledge of Allegiance

Citizen Questions and Concerns

Announcements

President's Report

- Discussion and possible action regarding vacation for existing employees
- Discussion and possible action regarding holiday pay for seasonal/part-time employee
- Discussion and possible action regarding final draft of employee handbook

Adjournment

A handwritten signature in black ink that reads "Elizabeth Nicklaus". The signature is written in a cursive style.

Elizabeth Nicklaus , Administrator Clerk Treasurer