

AGENDA

Quarterly Meeting

April 3, 2025, at 6:30pm Special Meeting

- 1. Call to Order
- 2. Pledge Of Allegiance
- 3. Roll Call
- 4. Approval of Minutes
- 5. Reports
 - A. Chairman Steve Pilger
 - B. Vice Chairman Josh Harbourn
 - C. Finance and Activity Report Ricky Yocum
 - D. Superintendent Report Ricky Yocum
- 6. Public Comments None
- 7. Old Business _ None
- 8. New Business
 - a. To review the hiring proposal from the proposed New Superintendent
- 9. Comments and Announcements
- 10. Adjourn

MASON COUNTY VETERANS' ASSISTANCE COMMISSION

125 N PLUM ST

HAVANA ILLINOIS 62644

VETERANS ASSISTANCE COMMISSION

ROLL CALL

April 3, 2025

Special Meeting

	Fresent	Absent
(D) Dick Whitney American Legion 496		Secretary
(A) American Legion 496	NO	
(D) Lee Hottell American Legion 561		
(A) Josh Harbourn American Legion 561	-	Vice Chairman
(D) Stephan Pilger VFW 6408	V	Chairman
(A) Timothy Shay VFW 6408		
(D) Charles Lane American Legion 138	V	
(A)Dan Gunter American Legion 138		
(S) Ricky Yocum		Superintendent
(D) American Legion 1269	N/A	

A Special Meeting of the Mason County Veterans Assistance Commission was held at the Havana IL VFW Post 6408 April 3, 2025 at 6:30 PM. The purpose of the meeting was to approve the hiring of a Superintendent. The superintendent candidate, Mr. Mark Beavan noted that the Peoria County VAC Superintendent received \$30.00 an hour. He proposed that his salary should be \$20.00 an hour for a fulltime position. It was decided that the wage would be \$17.15 per hour which is the starting wage for Mason County employees, Minimum wage of \$15.00 an hour, would be paid during the certification training. The fulltime position would consist of a 37.5 hour work week. Increases in salary would occur in accordance with Mason County employee pay raises. A question of whether Mr. Beavan could remain Secretary of the Logan County VAC was raised. A future decision is required. As no further business was brought before the Commission, a move to adjourn was made by Charlie Lane. Seconded by Dick Whitney. Motion carried. Meeting adjourned at 7:25 PM.

Respectfully Submitted

Richard Whitney

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- 6. Enrollment in Illinois Municipal Retirement Fund (IMRF) is mandatory.
- 7. No other benefits are offered at this time.

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Stephan Pilger Chairman, Mason County Veteran's Assistance Commission

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Printed Name: Manage Description (1997)

Mark R. Beavan:

We are offering you the position of Superintendent of the Mason County Veterans Assistance Commission beginning on 31 Mar 2025. Normal work hours will be Monday thru Friday, 08:00 to 16:00. The following statements describe the specifics of this offer:

1. Compensation

This will start as an hourly position during training. Starting compensation will be \$15⁰⁰ per hour, paid in accordance with county policy.

After training is complete, this will be changed to a salaried position based on a calendar year. Compensation will be \$41,600⁰⁰ per year.

If / when the levy can be increased to .03%, compensation will be raised to $$62,000^{00}$ per year.

2. Reimbursements

Reimbursements for official duties or training will be provided. Such items include any necessary office supplies, lodging, meals, and mileage (based on current IRS guidelines). Turn in all receipts to the treasurer.

3. Vacation Time

Accrued days¹ do not carry over to the new year. Any vacation time requested should not exceed 10 consecutive days. Half days are acceptable. Days will be accrued on the following schedule:

- a. Year 1 = 10 days
- b. Years 2 to 9 = 15 days
- c. Years 10 or above = 20 days

We observe all holidays set by Mason County, IL.

4. VA / Medical Appointments

Appointments are authorized for any VA service-connected appointment. For other medical/dental appointments, scheduled time will be adjusted. You will give at least two weeks' notice for all appointments, if possible

5. Sick / Bereavement Days

Sick / Bereavement days will be accrued at the rate of one day per month beginning the first day of January each year, not to exceed 15 days total. Any sick time exceeding 3 days requires a doctor or pharmacy statement of treatment provided.

¹ "Days" throughout this document are to be considered "working" days, unless otherwise noted.

Bereavement days may be taken for immediate family only. Immediate family is defined as a parent, spouse, sibling, child, or an individual related by blood whose close association is an equivalent of a family relationship.

- 6. Enrollment in Illinois Municipal Retirement Fund (IMRF) is mandatory.
- 7. No other benefits are offered at this time.

A committee appointed by the Chairman will review the benefits and compensation prior to the first quarterly meeting of the year.

Your employment is "at will." This means that you are free to end your employment with us at any time and for any reason. Additionally, we can end your employment at any time and for any reason that is not illegal under state or federal law. This policy can be changed only by a written contract signed by the Mason County Veteran's Assistance Commission Board. No oral commitments to you regarding your employment are valid, whether made now or in the future.

If this offer of employment is acceptable to you, please sign one copy of this letter and return it within ten days.

Sincerely,	
Stephan Pilger Chairman, Mason County Veteran's Assistance Commission	

Acceptance of Offer of Employment

I accept your offer of employment dated 25 Mar 2025. I understand that my employment is "at will," which means that either the Mason County Veteran's Assistance Commission or I can end the employment at any time and for any reason that is not illegal under state or federal law.

Signature:		
Printed Name:	Mark R. Beavan	
Date:		