

**Village of Caledonia  
Board Meeting Minutes  
November 17, 2025**

**The Village of Caledonia Board of Trustees held a Special Meeting on Monday, November 17, 2025 at 4:00 p.m. at the Village Office.**

**Members Present:** Mayor Scott DiLiberto, Deputy-Mayor Janet Cappotelli, Trustee Dean Manley, Sarah Santora and Chris Terborg. Also present was Recreation Chairperson Betty McClenney and Recreation Commission Members Sandy Hilderbrant and Kelly Beach. Absent: Clerk-Treasurer Ann Marie Grattan.

Review of the 3 Civil Service job titles and description of duties for: Recreation Aid, Recreation Leader and Recreation Director. Each includes:

- Distinguishing features of the class
- Typical work activities
- Full performance knowledge, skills, abilities and personal characteristics
- Minimum qualifications

State civil service job descriptions can not be altered by the municipality. Discussion including advertising for a Recreation Director. Clerk-Treasurer Ann Marie Grattan will advertise for a part-time Recreation Director, salary \$8,000.

Discussions also included brainstorming ideas for the future Recreation summer park program.

The meeting adjourned at 5:30 p.m.

Scott DiLiberto  
Village Mayor