

WEST TISBURY PERSONNEL BOARD
MINUTES OF MEETING

June 13, 2016

Present: Jerry Gallagher, Matt Gebo, .Norm Perry, and Ben Retmier

Absent: Kenneth Vincent

Staff: Maria McFarland

Also present for all or part of the meeting: Skip Manter

The meeting was called to order at 5:15 PM. .

Minutes: The minutes of the May 9 meeting were approved. Ben abstained.
The minutes of the June 2 meeting were approved.

Performance Reviews: A motion was made and seconded to approve the following performance evaluations for year round staff, each with a one-step increase:

Dawn Barnes (Principal Assessor)

Bethany Bettencourt (COA)

Joe Tierney (Building Inspector)

All in favor.

A motion was made and seconded to approve the following performance evaluations for returning summer employees. Step increases are indicated by an asterisk.

Assistant Summer Director: Maya Harcourt –

Lifeguards:

- Shelby Ferry*
- Maya Harcourt
- Julia Neville*

Parking Stickers:

- Katherine Dorr*
- Michael Schroeder*

Parking Lot Attendants:

- Elijah Larue*
- Michael Schroder*

Swim Instructor/ Lifeguard

- Galya Walt*

Basketball Instructors/

- Alex Gordon Beck*
- Matthew Stone

All in favor.

The evaluation for Joe Schroder, Summer Program Director, will be returned to the Parks & Rec committee for completion by the committee chairperson instead of the board administrator.

Old Business:

Bylaw review: Maria submitted a survey showing various town policies on vacation carry over provisions. No action was taken.

Administrative:

The following paperwork was approved and signed:

Job Certification Forms/ Summer Park & Rec staff (New and Rehires)

The following paperwork was noted for the record:

Notice of Change of Status/ Library (4)

Notice of Change of Status/Executive Assistant/Police Department

Letters approving carry over of vacation time:

Tanya Larsen/ COA

Dawn Barnes/Assessors

Beth Kramer//Library

Approval of payment in lieu of vacation/ McFarland/CC

There being no new business, the meeting adjourned at 5:40 PM.

Respectfully submitted

Maria McFarland
Board Administrator
APPROVED