

WEST TISBURY PERSONNEL BOARD
MINUTES
September 11, 2023

Present: Leon Brathwaite, Janice Haynes, Larry Schilmeister, and Brian Smith
Absent: Hunter Moorman

Leon called the meeting to order via Zoom video conferencing at 5:02 PM.

Members welcomed Larry to the Board.

Minutes: There was no meeting in August. A motion was made and seconded to approve the minutes of the July 10, 2023 meeting as written. Roll Call Vote: Brathwaite-aye, Haynes-aye, and Smith -aye. Larry abstained.

Evaluations: A motion was made by Brian, seconded by Janice to accept the evaluations with a one-step increases as approved by the Department Head for the following staff:

- **Library:** Elliott Bennett, Maureen Hall, Laura Hearn, Louise Gilpin, Emily Meegan, and Kira Shephard
- **Police:** Bradley Cortez, Brad Fielder, Matt Gebo, Mark Nickowal
- **Planning Board:** Jane Rossi

Roll Call Vote: Brathwaite-aye, Haynes-aye, Schilmeister-aye and Smith -aye.

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New Business:

Administrative The following paperwork was signed:
Certification Forms – 2 Summer hires (Park and Rec)

Documents noted for the record:
Change of status form (library)
Vacation Carry Over approvals – (*Highway*, Planning Board and Library)

Correspondence:

In: Copy of Email from COA to Wendy Marzbanian re: resume position as Kitchen Manager on 7/27/23.

There being no other business to discuss, the meeting adjourned at 5:22PM.

Respectfully Submitted,

Maria McFarland
Board Administrator
APPROVED
10/16/2023