

Edmond Town Hall Board of Managers
Personnel Sub-Committee Meeting
MINUTES

The meeting convened on Friday, January 18 at 9:00AM in Meeting Room 2, Edmond Town Hall, for the purpose of interviewing applicants for a current vacancy on ETH staff.

Present: Marie Smith, Jennifer Guman, Margot Hall

MOTION made by Jennifer Guman to go into executive session for the purpose of interviewing applicants and that Sheila Torres, Operations Manager be invited to join the sub-committee. Motion unanimously passed.

The interviews were conducted commencing at 9:07 A. M. thru 9:54 A.M.

Jennifer Guman recused herself from the interview scheduled for 10:00 A.M.

Jennifer Guman participated in an interview conducted at 11:00 A.M.

The Sub-Committee recessed until 3:00 P.M., at which time
Marie Smith, Margot Hall and Sheila Torres continued to interview applicants

The sub-committee came out of Executive Session at 4:25 P.M. and voted unanimously (J. Guman via phone) to offer the position to candidate number one.

Margot S. Hall
Chairman