

**TOWN OF HILTON HEAD ISLAND  
PERSONNEL COMMITTEE REGULAR MEETING**

**Date:** October 15, 2013 **Time:** 3:00pm

**Members Present:** Wm. Lee Edwards, *Chairman*; Kim Likins, George Williams

**Others Present:** None

**Town Staff Present:** Gregory D. DeLoach, Esq., *Assistant Town Manager*;  
Victoria Pfannenschmidt, *Acting Town Clerk*

**Media Present:** None

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**1. Call to Order**

Chairman Edwards called the meeting to order at 3:00 p.m.

**2. Freedom of Information Act Compliance**

Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

**3. Approval of Minutes**

A motion to approve minutes of the June 5, 2013, meeting was made by Ms. Likins and seconded by Mr. Williams. The motion was approved unanimously.

**4. New Business**

**Executive Session**

At 3:05pm, Ms. Likins moved to adjourn to Executive Session for the purpose of reviewing applications for vacancies on various Boards and Commissions. Mr. Williams seconded the motion. Motion was approved unanimously.

**5. Adjournment**

At 3:55 p.m. the Committee returned to open session and Ms. Likins moved to adjourn. Mr. Williams seconded the motion. The motion was approved by a vote of 3-0.

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Approved  
Wm. Lee Edwards, Chairman

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Submitted by  
Victoria L. Pfannenschmidt, Acting Town Clerk