

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

Date: May 14, 2013 **Time:** 3:00 pm
Conference Room 1, One Town Center Court,
Hilton Head Island, SC 29928

Members Present: Wm. Lee Edwards, Chairman; Kim Likins, George Williams and Marc Grant

Others Present: Bill Harkins (alternate) and John J. McCann

Town Staff Present: Gregory D. DeLoach, Esq., *Assistant Town Manager* and Esther Coulson, *Town Clerk*

Media Present: None

1. Call to Order

Chairman Edwards called the meeting to order at 3:05 pm.

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

On motion of George Williams, seconded by Bill Harkins and unanimously carried, the Personnel Committee approved the minutes of the February 5, 2013 meeting as submitted.

4. New Business

Executive Session

At 3:08 pm, a motion was made by Mr. Williams, seconded by Mr. Harkins and unanimously carried, the Personnel Committee adjourned to Executive Session to review available board/commission positions and reappointments.

a) Review Available Board/Commission Positions and Reappointments

The Personnel Committee reviewed the available board/commission positions and reappointments.

b) Establish a Meeting Schedule

The Personnel Committee took no action to establish a meeting schedule.

4. Adjournment

At 3:58 pm the Personnel Committee returned to Open Session. On motion of Mrs. Likins, seconded by Mr. Williams and unanimously carried, the Personnel Committee adjourned the meeting.

Approved
Wm. Lee Edwards, Chairman

Submitted by
Vicki Pfannenschmidt, Acting Town Clerk