
Lower Cape Fear Water & Sewer Authority

Personnel Committee Meeting Minutes

June 6, 2022

Chairman Rivenbark called to order the Finance Committee Meeting on June 6, 2022, at 8:30 a.m. The meeting was held at the Authority's office located at 1107 New Pointe Boulevard, Suite 17, Leland, North Carolina.

Present: Wayne Edge, Harry Knight, Al Leonard, Charlie Rivenbark, and William Sue

Present by Virtual Attendance: Jackie Newton

Absent: Bill Saffo

Staff: Tim Holloman, Executive Director; Matthew Nichols, General Counsel; Patrick Flanagan, COG; and Danielle Hertzog, Financial Administrative Assistant

Guest: Patrick DeVane and Rob Zapple

Presentation: Discuss the 2022 Personnel Meeting Calendar and 2023 Personnel Meeting Calendar

Executive Director Holloman advised he would like for the committee to meet Quarterly with meetings being held on September 12th, 2022, December 12th, 2022, March 13th, 2023, and June 5th, 2023.

Motion: Director Wayne **MOVED**; seconded by Director Knight to approve 2022-2023 Personnel Committee Calendar. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Wayne Edge	X			
Harry Knight	X			
Al Leonard	X			
Jackie Newton	X			
Charlie Rivenbark	X			
Bill Saffo				X
Bill Sue	X			
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Director Leonard wanted to know if there was an update on Danielle Hertzog attending classes to become a certified clerk. Executive Director Holloman advised it will take 18 to 24 months, and as soon as he has a schedule, he will bring it to the board.

ADJOURNMENT

There being no further business, Chairman Rivenbark adjourned the meeting at 8:37 a.m.

Respectfully Submitted,



Tim Holloman, Executive Director