



June 5, 2013

The Personnel Board was called to order by Marsha Yates, City Clerk in a meeting held, Wednesday, June 5, 2103 at 5:03 PM in the Conference Room at Pelham City Hall.

Present were Board members, Jim Collins, Greg Darnell, and Bobby Hayes.

The Board addressed other classifications including Billy Crandall presenting info and proposals for the Racquet Club positions. The positions at the Park were also presented.

The positions in Water were discussed. The positions for Office Manager and Billing Manager need to be reviewed as to their job description. Ms. Parks will conduct a job analysis to provide the information to the Board. A job analysis will also be conducted for the Line Locator/Inventory Control position.

The Board requested a recess at 6:47PM to reconvene in 10 minutes.
The Board reconvened at 6:53PM.

Discussion continued on the classifications for the IT department. Job descriptions were requested to be forwarded to Rick Hayes.

Board discussed next meeting date for Wednesday, June 12th at 5:00PM.

Mr. Darnell made a motion to adjourn with a second by Mr. Hayes and the meeting adjourned at 8:15PM.