

MINUTES OF MEETING
April 11, 2023, 4:00 p.m.
Yarmouth Town Hall

Members present: Dotty Guenther, Dianne McElroy, Richard Simon

Members absent: Sharon Ladley, Vice-Chair

Others present: Sarah O'Reilly, Director of Human Resources

The meeting was called to order by Ms. McElroy at approximately 4:00 p.m. Roll call was taken.

Personnel Policy Guidelines

Sarah presented a draft Personnel Policy Guidelines document, which incorporates edits discussed in previous meetings. Sarah requested that the Board consider approving this document with the amendment of adding the non-union sick bank language previously approved. After discussion, Mr. Simon made a motion to approve the Personnel Policy Guidelines including the non-union sick bank language and it was seconded by Ms. McElroy. A roll call vote was taken and the document was approved 3-0.

Recruitment

There was discussion regarding the open seat for the personnel board. Sarah reported that she posted the volunteer position on the Cape Cod Young Professionals website, but has not received applicants. If anyone knows of someone who would be interested/qualified for this volunteer position, please encourage them to complete a Talent Bank Form found on the Town's website.

Minutes

The minutes for the December and February meetings were presented. A motion was made by Mr. Simon, seconded by Ms. Guenther to approve both of these minutes as presented. A roll call vote was taken and the minutes for December and February were approved as presented 3-0.

The next meeting is scheduled for May 9 at 4:00pm.

A motion was made by Ms. McElroy to adjourn, seconded by Mr. Simon, which was approved 3-0 by roll call, and the meeting was adjourned at approximately 4:22 p.m.

Respectfully submitted,

Sarah O'Reilly
Director of Human Resources, Town of Yarmouth

SO

Rickel R. Stone 5/9/2023