Members present were Chairwoman Carol King, Committee members Dale Black and Terry Merritt. Mark Putnam, HR Director and Brandon Madden, City Administrator were also present.

1. Call to Order- Chairwoman King

2. Unfinished Business
   a. Discussion on employee handbook
      This document will be presented to Council as a whole, but some aspects of the policy can be voted on separately.

      Councilman Merritt made a motion to send the handbook to Council pending final review of changes made with Councilman Black seconding. The vote was unanimous (3-0).

3. Adjournment- Chairwoman King adjourned the meeting.

Respectfully Submitted,

Cindy Miller

Municipal Clerk