

**PERSONNEL COMMITTEE**  
(A Sub-Committee of the Town Council)

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Virtual Meeting

Tuesday, December 1, 2020

Time: 4:00 p.m.

1. Call Meeting to Order
2. Roll Call
3. Approval of Minutes (November 12, 2020)
4. Discussion Items
  - A. Social Justice Training.
  - B. Review and Approve the Job Description for the Clerk of the Council.
  - C. Review and Approve the Procedures for the Personnel Committee.
  - D. The role of the Personnel Committee under the Town Council Rules and Procedures.
5. Miscellaneous
6. Executive Session
7. Adjournment

Members

Deputy Mayor Liz Pendleton

Councilor Janice Snyder

Councilor Mary Justine Hockenberry