

Unsealed by Board of Commissioners 03/28/2011.

**SEALED MINUTES
TRANSYLVANIA COUNTY BOARD OF COMMISSIONERS
January 13, 2011 – CLOSED SESSION**

Per NCGS 143-318.11 (a) (6) to consider the conditions of initial employment, closed session was entered into at 8:45 p.m. Present were Chairman Hawkins, Commissioners Chapman, Chappell, Hogsed, and Phillips, County Manager Artie Wilson, County Attorney David Neumann, and Clerk to the Board Trisha Hogan. Also present were Board of Elections members Jack Hudson, Ladene Newton, and David Morrow and Board of Elections Director Judy Mathews.

The Board of Elections requested the closed session to discuss the initial conditions of employment for a new Elections Director. Judy Mathews, the current Director, plans to retire effective April 1, 2011. Commissioners must agree to the terms before the Board of Elections can make an official offer to the applicant they have chosen. Additional expenses and necessary budget amendments must be approved in Open Session.

The Board of Elections plans to hire a new Director in late February which means the two Directors' salaries will be overlapping. They also plan to offer a salary in the midpoint range of the salary grade.

Commissioners were supportive of hiring the best person in order to maintain the best possible election process in Transylvania County and to pay the new Director the market rate, but expressed concern that they did not have the exact amount of the financial impact for the rest of the fiscal year.

Commissioners discussed at length their other concerns and then requested the following information from staff and the Board of Elections:

1. Exact amount of overlapping costs to include salary offer for the new Director and benefits
2. Salaries of Directors in comparable counties
3. Whether or not any County Department Heads were hired at the midpoint range of their salary grade

In the mean time, Jack Hudson, Chair of the Board of Elections, will inquire with the potential candidate about the notice requirements for her current position and inform her that the Board of Commissioners intends to make a decision during their meeting on January 24, 2011. Also, the Manager will meet with Ms. Mathews to determine the overlapping costs.

Chairman Hawkins moved to leave closed session, seconded by Commissioner Chapman and unanimously carried.

Mike Hawkins, Chair
Transylvania County Board of Commissioners

Trisha M. Hogan
Clerk to the Board