

**Meeting Minutes
Personnel Committee
26 July 2022**

**Committee Members Present: Kelly Rines, Linda Eldridge, Lianne Prentice
Community Member: Linda Cook**

Meeting convened at 4:15 pm

We will draft a survey we hope to share with all town employees, to be sent home with their paychecks to gather information about what's effective in our policy and what can be improved. Each committee member will come to the next meeting with at least three draft questions to include in the survey. Lianne will check with select board for process needed to do this.

We then discussed process for drafting. It was decided to go through the Tamworth Personnel Policy page by page, comparing as we go to policies from Moultonborough, Ossipee, Sandwich, and Meredith. Once a completed rough draft is in hand, we will share that with the select board for input and/or approval.

Work session ensued.

Lianne will "red line" (use the cross-out function) a draft of the personnel policy including additions and changes from this meeting and share with committee members.

We will pick up where we left off today at our next work session.

Meeting ended at 5:45pm

Next meeting at town offices, 4:15pm, August 9.

Respectfully submitted,

Lianne Prentice