

Village Of Lawrence

157 N. Paw Paw
P.O. Box 217
Lawrence Michigan 49064
(269) 674-8161 Fax (269) 674-3004
www.lawrencemi.org



PERSONNEL COMMITTEE MINUTES

December 23, 2019

NO MEETING WAS HELD

Meeting was called to order at xxx pm.

Present:

Absent

Guest:

Minutes of the November meeting were approved as amended (x/x)

Manager's Report

- See attached

Old Business:

- Begin developing pay scales for all Village positions – tabled
- Clerk position: request for additional payment; office activities. Pending invoice from C Nower (8/15-8/23)
- Administrative staffing review project: Planning meeting with Peter Dams, Dams & Associates, is scheduled for Wednesday, November 27 at the Village offices. Attendees: Dan, Katie, Dave, Mary.
- Pay scales / job grades for all positions – tabled

New business

-

January agenda items:

- Organization review progress
- Liberty National options for staff
- Performance reviews
- Liberty National benefit plan review

Meeting was adjourned xxx pm. Next meeting is scheduled for January 27, 2020 at 6:00 pm.

Submitted by M Webster.