



**City of Cottonwood
Personnel Board Meeting Minutes**

The City of Cottonwood Personnel Board met Wednesday, December 10, 2013 in the City of Cottonwood City Hall Conference Room, 827 N. Main Street.

Board Members

Present

Absent

Karen Pfeifer – Council Representative	X	
Ed Kiyler – Citizen at Large (Chairperson)	X	
Steve Dockray – Citizen at Large	X	
Casey Gilmore – Employee	X	
Vanessa Ward – Employee (Vice Chair)	X	
Jim Wixom – Employee		X
Iris Dobler – Employee/Board Secretary	X	

- I. Call to order - The meeting was called to order by Chairperson Ed Kiyler at 8:26 AM.
- II. Roll Call – A quorum of members was in attendance.
- III. Call to the Public – There was no one from the public present.
- IV. Approval of Minutes from Previous Board Meeting - The board reviewed the draft minutes from the September 27, 2013 meeting. Motion made to approve by Karen Pfeifer and seconded by Vanessa Ward. Motion carried unanimously.
- V. Review Nominations and Select Employee of the 4th Quarter, 2013. Nominations were:
 - Jeff Clark, Library; nominated by Mary Griffith, Library
 - Lisa Elliott, Purchasing; nominated by Jesus “Rudy” Rodriguez, Finance
 - Jody Fanning, Police Dept.; nominated by Kyla Allen, Administration
 - Elizabeth Guerra, Library; nominated by Susan Mead, Library
 - Sandra Jacobs, Administration; nominated by Kyla Allen. Administration
 - Sean James, Fire Dept.; nominated by Rick Contreras, Fire Dept.
 - Berrin Nejad (2), Community Development; nominated by Tawni Fanning, Utilities and Christina Papa, Planning and Development
 - Joe Odell, Fire Dept.; nominated by Chris Rice, Fire Dept.

Nominations were reviewed and discussed; Elizabeth Guerra was selected as the winner.
- VI. Date and Time of Next Board Meeting – Will be scheduled as needed, tentatively the 3rd week of March, 2014.
- VII. Adjournment - Chairperson Kiyler adjourned the meeting at 8:40 AM.

Respectfully Submitted,

Iris Dobler, Personnel Board Secretary