



**City of Cottonwood
Personnel Board Meeting Minutes**

The City of Cottonwood Personnel Board met Wednesday, July 7, 2021 at City Hall, located at 827 N. Main Street.

<u>Board Members</u>	<u>Present</u>	<u>Absent</u>
Michael Matthews – Council Representative	X	
Ben Kramer – Employee, Chair	X	
Joyce Oswald – Citizen at Large, Vice Chair	X	
Ryan Bigelow – Employee	X	
Debbie Breitreutz– Employee	X	
Steven Stolk – Citizen at Large	X	
Amanda Wilber –Employee/Board Secretary	X	

- I. Call to order - The meeting was called to order at 9:58 AM by Ben Kramer.
- II. Roll Call – All members were present.
- 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 minutes from the June 18, 2021 meeting. Motion to approve was made by Joyce Oswald and seconded by Debbie Breitreutz. Motion carried unanimously.
- V. Staff Update- While Amanda is out on leave, Randi Stephens will be the contact for anything the board needs. There is no anticipation of needing a meeting during the time off.
- VI. Review nominations and select employee of the 2nd Quarter, 2021:

Submitted nominations included:

Trevor Elliott, nominated by Mathew Westcott
Laura Herrera, nominated by Tricia Lewis
Amber Presmyk, nominated by Marie Carpenter
Amber Richards, nominated by Sandra Salas

After deliberating about the nominations, the board unanimously chose Lorenda Yoke as the employee of the 2nd Quarter, 2021. The motion was made by Joyce Oswald and seconded by Ryan Bigelow.
- VII. Adjournment –

Ben Kramer motioned to adjourn; seconded by Michael Mathews at 10:08 am.

Respectfully Submitted,

Amanda Wilber, Personnel Board Secretary