

**MARSHALL COUNTY PERSONNEL BOARD MEETING MINUTES**  
**Monday, November 8, 2010**

The regular monthly meeting of the Marshall County Personnel Board was held on Monday, November 8, 2010, in the Commission Chambers of the Marshall County Courthouse in Guntersville, Alabama. Board member Bill Elkins called the meeting to order at 6:00 P.M.

The following Board members were present:

Martha Handschumacher, Secretary  
Bill Elkins, Board Member  
Talmadge Butler, Board Member

Also present were Attorney Clint Maze, and Personnel Administrator Christy Kelley.

**I. CALL TO ORDER**

Board member Bill Elkins called the meeting to order at 6:00 P.M. He asked everyone to stand for prayer and the Pledge of Allegiance.

**II. INVOCATION**

Board attorney Clint Maze offered the invocation.

**III. PLEDGE OF ALLEGIANCE**

Board member Talmadge Butler led the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA**

Board member Bill Elkins asked if there were any corrections or additions to the meeting agenda. There were none. Mr. Elkins entertained a motion to approve the agenda as written. Board member Martha Handschumacher made a motion to approve the agenda as written. Board member Talmadge Butler seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

**V. APPROVAL OF MINUTES**

Board member Bill Elkins asked for a motion to approve the minutes for the October 18, 2010 Personnel Board meeting. Board member Talmadge Butler offered a motion to approve the minutes. Board member Martha Handschumacher seconded the motion. The motion was carried by voice vote with no "nay" votes being cast.

**VI. PUBLIC COMMENTS**

There were no public comments.

**VII. OLD BUSINESS.**

**PERSONNEL BOARD – Consider request by Commission office to classify Council on Aging employees.**

Board member Bill Elkins asked if there were any motions regarding this item. There were none.

**VIII. NEW BUSINESS**

**PERSONNEL BOARD- Consider election of Personnel Board Officers.**

Board member Bill Elkins turned the meeting over to Board Attorney Clint Maze to conduct the business of election of officers.

Vice Chairman. Attorney Maze stated that the Board has a vacancy that was created by the resignation of the elected Vice Chairman Bill Elkins. Attorney Maze called for nominations for the position of Vice Chairman. Board member Bill Elkins nominated Martha Handschumacher for the position of Vice Chairman. Board member Talmadge Butler moved the nominations be closed. Board member Bill Elkins seconded the motion. The motion carried with no “nay” votes being cast.

A roll call vote was taken for the election of Martha Handschumacher to the position of Vice Chairman with the following results:

Bill Elkins	Yes
Talmadge Butler	Yes

Attorney Maze stated that with a quorum being present of three, one of which is Martha Handschumacher, two carries the vote. Martha Handschumacher is elected as Vice Chairman.

Attorney Maze turned the meeting over the Board member Bill Elkins. Mr. Elkins stated that with the election of Martha Handschumacher to the position of Vice Chairman, a vacancy is created for the position of Secretary.

Secretary. Attorney Maze asked for nominations for the position of Secretary. Board member Bill Elkins nominated Talmadge Butler for the

position of Secretary. Board member Martha Handschumacher moved the nominations be closed. Board Member Bill Elkins seconded the motion. The motion carried with no "nay" votes being cast.

A roll call vote was taken for the election of Talmadge Butler to the position of Secretary with the following results:

Martha Handschumacher	Yes
Bill Elkins	Yes

Attorney Maze stated that with a quorum of three being present to carry the majority, Talmadge Butler is elected to the position of Secretary.

#### **IX. LEGAL UPDATE**

None.

#### **X. STAFF REPORT**

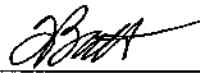
Personnel Administrator Christy Kelley reported the following personnel actions for the month of October, 2010.

- There were no new hires for the month of October:
- There were three (3) terminations for the month of October:
  - 1 – Road Maintenance Technician District #3
  - 1 – Operations Support Specialist EMA
  - 1 – Road Maintenance Technician District #1
- There were no employees requesting leaves of absence in the month of October.
- There were no promotions or demotions in the month of October.
- The United Way campaign was conducted in the month of October and we had two winners of prizes. Flossie Pack was the winner of a \$25 gift card and Patricia Campbell was the winner of a tote bag.
- Free flu shots were available to Marshall County employees. The shots were also available to employees' dependents covered on the employees insurance policy. These were given October 20<sup>th</sup> at the Guntersville and Albertville Courthouses.
- Invitations were sent to two employees to attend the Personnel Board Meetings. Ms. Tammy Bearden, Administrative Clerk in the Commission

Office was present. Ms. Bearden gave the Board information regarding her duties as Administrative Clerk.

**XI. ADJOURNMENT**

Board member Bill Elkins asked for a motion to adjourn the meeting. Board member Martha Handschumacher made the motion to adjourn the meeting. Board member Talmadge Butler seconded the motion. The motion carried by voice vote with no "nay" votes being cast.



\_\_\_\_\_  
Talmadge Butler, Board Secretary  
Marshall County Personnel Board  
Meeting Date: November 8, 2010



\_\_\_\_\_  
Date