



CITY OF DOVER

APPOINTMENTS COMMITTEE - MINUTES

Meeting Type: Regular Meeting
Meeting Location: 1st Floor Conference Room, City Hall
Meeting Date: **Wednesday, January 20, 2010**
Meeting Time: **5:00 PM**

Meeting was properly posted and called to order at 5:08 pm. Present were committee members Mayor Scott Myers, Deputy Mayor Dean Trefethen and Councilor Gina Cruikshank. City Clerk Karen Lavertu was also in attendance as staff support.

The first item was election of a Chair. Myers moved Trefethen as Chair, seconded by Cruikshank. There were no other nominations. Unanimous vote, Trefethen elected Chair and ran the remainder of the meeting.

Motion to approve minutes of December 9, 2009 made by Myers, seconded by Cruikshank. No further discussion and unanimous approval.

The Appointments Committee reviewed current vacancies, applications and reappointment requests with the City Clerk.

The Appointments Committee reviewed the current process for setting up interviews and agreed upon some minor administrative changes relating to time frame for scheduling applicants.

The City Clerk reviewed the follow-up process for new appointments with the committee.

The committee agreed to meet again on February 3, 2010 and asked the City Clerk to schedule the appropriate interviews.

Motion to adjourn by Myers, seconded by Cruikshank. Unanimous. Meeting was adjourned at 5:36.