

THE MATTABASSETT DISTRICT

Memorandum

Date: March 8, 2018	Subject: March 6, 2018 Human Resources Committee Meeting Minutes
To: Board of Directors	From: Human Resources Committee, and Arthur G. Simonian, Executive Director

AGS

**Human Resources Committee
March 6, 2018 Meeting Minutes**

The Human Resources Committee met Tuesday, March 6, 2018 at The District offices at 245 Main Street, Cromwell, Connecticut.

The Chair, Tom Tokarz called the meeting to order at 6:30 PM. In addition to the Chair, present were Committee Members - Mary Marrocco, Tonilynn Collins, James Fallon and Doug Sienna. Committee Member Joseph Samolis was absent. There was a quorum. Also present were Board Chairman – John Dunham and Executive Director – Art Simonian.

The following is a summary of the meeting:

1) Executive Director’s Annual Evaluation Process

The Committee requested that the Board of Directors complete their evaluation forms by May 7th to allow time for the next committee meeting and any contract adjustments. The Executive Director will have the Evaluation Forms distributed at the March 19th Board meeting.

Mr. Tokarz moved Ms. Collins seconded, and the committee approved unanimously to go into Executive Session at 7:15 PM with Board Chairman – John Dunham to discuss the Executive Director's job performance/job evaluation and any potential changes to the Executive Director's compensation and benefits for the previous year.

Mr. Sienna moved Mrs. Marrocco seconded, and the committee approved unanimously to come out of Executive Session at 7:40 PM.

Adjournment:

Mrs. Marrocco moved, and Mr. Sienna seconded, and the committee approved unanimously to adjourn at 7:40 PM.