**THE MATTABASSETT DISTRICT** **Memorandum**

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| Date: | June 14, 2018 | Subject: | June 13, 2018 Human Resources Committee Meeting Minutes |
| To: | Board of Directors | From: | Human Resources Committee, and Arthur G. Simonian, Executive Director |

AGS

**Human Resources Committee**
**June 13, 2018 Meeting Minutes**

The Human Resources Committee met Wednesday, June 13, 2018 at The District offices at 245 Main Street, Cromwell, Connecticut.

The Chair, Tom Tokarz called the meeting to order at 5:35 PM. In addition to the Chair, present were Committee Members - Mary Marrocco, Tonilynn Collins, Joseph Samolis and Doug Sienna. 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 reviewed and discussed the Executive Director's First Amendment and Extension Contract.

Mr. Sienna moved Ms. Collins seconded, and the committee approved unanimously to go into Executive Session at 6:07 PM with Board Chairman – John Dunham to discuss the Executive Director's contract.

Mrs. Marrocco moved Mr. Sienna seconded, and the committee approved unanimously to come out of Executive Session at 6:41 PM.

**Mr. Sienna moved, Ms. Collins seconded, and the committee approved unanimously:**

**MOTION:** The Human Resources Committee approves the Executive Director's contract for the period, July 1, 2018 through June 30, 2021, with edits as shown on the attached First Amendment and Extension dated June 18, 2018 and recommends this approval to the Board of Directors at the June 18, 2018 meeting.

**Adjournment:**

**Mr. Samolis moved and the committee approved unanimously to adjourn at 7:00 PM.**