

Called Meeting
Town of Cooleemee
January 3, 2019 6:00 pm
Minutes

In attendance were Mayor Corriher, Commissioners Almond, Cover, Reavis, and Smith.

Mayor called the meeting to order to discuss the retirement of the Clerk/Finance Officer and appoint an interim replacement.

Discussions were on if the board agreed attempting this as a part-time position was possible. The board did seem to agree that moving forward with this being a part-time position would be beneficial to the town and its budget, however the folks would need to get use to a new schedule of when Town Hall would be open.

Other discussions were on possibly the board volunteering time and being able to aid to keep Town Hall open as much as possible, the Mayor stating he was there often anyway so he could be available a couple evenings a week to give our permits and etc.

Mayor agreed to ask a few accounting firms about contracting out the financials, payroll, payables, and such and the board could hire a part time Clerk just to get more options to the board.

Motion was made by Commissioner Reavis to hire Shirley Jacobs as the interim and part-time Clerk/Finance Officer for the Town of Cooleemee at a rate of 15/hr. Stating that if she decides to hold the position on a more permanent basis in the future and the Town is satisfied with her performance a pay increase can be discussed.

Seconded by Commissioner Cover, motion carried (4-0)

Motion made by Commissioner Cover to allow Shirley Jacobs to start January 4, 2019 and to pay her for 2 hours of training from the computer software company Southern Software where payables and payroll are completed.

Seconded by Commissioner Reavis, motion carried (4-0)

Motion made by Commissioner Cover to adjourn meeting.

Seconded by Commissioner Reavis, motion carried (4-0)

Time of Meeting 52 minutes

Mayor, Steve Corriher

Clerk, Shirley Jacobs