

**TOWN OF HILTON HEAD ISLAND
PERSONNEL COMMITTEE REGULAR MEETING**

Date: September 20, 2011 **Time:** 2:45 p.m.

Members Present: Wm. Lee Edwards, *Chairman*; Kim Likins, Bill Ferguson

Members Absent: Cori Brock, *Town Clerk*

Town Staff Present: Gregory D. DeLoach, Esq., *Assistant Town Manager*;

Media Present: None

1. Call to Order

Chairman Edwards called the meeting to order at 2:45 p.m.

2. Freedom of Information Act Compliance

Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

3. Approval of Minutes

Motion to approve minutes of the May 31, 2011 meeting was made by Ms. Likins and seconded by Mr. Ferguson. Motion approved by a vote of 3-0.

4. New Business

Applications were reviewed for Design Review Board vacancy. Three applications to be considered for interview process. Town Clerk to contact applicants and set up interviews to be held in the month of October.

5. Adjournment

At 3:00 p.m. Ms. Likins moved to adjourn. Mr. Ferguson seconded the motion. Motion was approved by a vote of 3-0.

Approved
Wm. Lee Edwards, Chairman

Submitted by
Cori Brock, Town Clerk