



**Washburn County Tourism Assn.**

122 N. River Street, Spooner, WI 54801

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tourism@washburncounty.org

**May Personnel/Executive Committee Meeting – OPEN SESSION**

**Friday, May 5, 2023 | 9:30 AM**

**Washburn County Visitor Center | 122 N. River Street | Spooner, WI 54801**

1. Dunlavy called the meeting to order at 9:35AM
2. Roll Call: Sue Churchill, Jill Dunlavy, Nikki Janisin, Joe McGrath, Kaitlin Hanson
3. Dunlavy made a motion to approve the agenda as present, seconded by Janisin. Motion carried.
4. Employee Handbook Suggested Edits/Updates – Kaitlin presented the suggested edits from the review group. Dunlavy made a motion to forward the suggested edits for the full board to review with the addition of verbiage under Computer User Responsibility section, seconded by Churchill. Motion carried.
5. Performance Based Increases Suggested Edits/Updates – Kaitlin presented the suggested edits from the review group. McGrath made a motion to keep the Needs Improvement category as it was originally written and forward all other suggested edits for the full board to review, seconded by Janisin. Motion carried.
6. Motion to adjourn was made by Janisin, seconded by Churchill. Meeting adjourned at 10:08AM

**NEXT BOARD MEETING:**

**Tuesday, May 9, 2023 | 8:30 AM**

**Washburn County Highway Department | 1600 Co. Hwy. H | Spooner, WI 54801**