**ADMINISTRATION AND PERSONNEL COMMITTEE**
**Meeting Summary-**
**April 22, 2020**

**Note:** ***Meeting was held via ZOOM Teleconferencing per the requirements of the State of Ohio and provisions of the Madeira Code Chapter 30.***

**Attendance:**

**Chris Hilberg, Vice-Mayor/Chair**
**Nancy Spencer, Mayor**
**Traci Theis, City Council**
**Tom Moeller, City Manager**
**Lori Thompson, Assistant City Manager**

The meeting was called to order at 3:00 PM.

Motion by Mayor Spencer, Second by Ms. Theis to adjourn into executive session for the purpose of the consideration of the appointment, employment, dismissal, discipline, promotion or compensation of a public employee or official, or the investigation of charges or complaints against a public employee or official. Motion approved by unanimous roll call vote.

Motion by Ms. Theis, Second by Mayor Spencer to adjourn executive session and reconvene in regular session at 3:15 PM. Motion approved by unanimous roll call vote.

The committee agreed to recommend to City Council the appointment of David Dye to fulfill the unexpired term on Planning Commission vacated by Susie Thomas. The recommendation would be made at the April 27th Council Meeting. Mr. Moeller will contact Mr. Dye prior to the council meeting.

The meeting was adjourned at 3:20 PM.

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Chris Hilberg, Vice-Mayor/Chair