

**November 16, 2020  
Clerk Interview Session  
5:30 pm**

**Present:** Vice-Chair Clayton, Supervisors Kelley, Kortekaas, and Schack.

Vice-Chair Clayton opened the session with the introduction of supervisors to the Clerk Candidate.

The purpose of the session was to conduct a final interview with Clerk candidate, Roxanne Christie, and the full board. (A prior interview was held with the candidate and the Board Chair, and HR.)

After conducting the interview, the board discussed (thoroughly) the pros/cons, etc. Chair Haubrich participated in the discussions via cellphone.

A motion was made by Supervisor Kelley and seconded by Supervisor Schack to recommend the appointment of Roxanne Christie to the position of Clerk for Harris Township, contingent upon successful reference check and background check. Motion carried.

A start date of Wednesday January 8, 2021, was decided upon, which would be the first board meeting of January 2021.

Supervisor Clayton will conduct the reference checks and background check. If all are intact, Supervisor Clayton will contact Roxanne and offer her the position, with a start date of Wednesday, January 8, 2021.

Supervisor Clayton will also invite Roxanne to attend the November 24, 2020 P and D Meeting for introductions, and will also invite her to attend the December 9, 2020 Regular Meeting, (if she wants to observe the meeting process).

This board recommendation will come forward to the November P and D Board Meeting, for final approval.

A motion was made by Supervisor Kelley and seconded by Supervisor Kortekaas to adjourn the session at 8:30 pm. Motion carried.

Submitted by: \_\_\_\_\_

Peggy Clayton, Acting Clerk



Signed by: \_\_\_\_\_

Ken Haubrich, Chair

