

Town of Windsor

Memorandum

December 12, 2023

TO: The Honorable Mayor and Town Council
FROM: William G. Saunders, IV, Town Manager W.G.S.T.V.
SUBJECT: Resolution of Recognition for Terry Whitehead

As you are aware, Terry Whitehead will conclude nineteen years of exemplary service to the Town of Windsor as Town Clerk and Deputy Town Clerk/Treasurer at the end of December.

Please find enclosed a resolution recognizing her service to the Town.

Enclosures

Resolution of Recognition of Terry Whitehead

Recommended Action

Move that Council adopt the resolution

***Resolution of Recognition
Town Council of Windsor, Virginia***

WHEREAS, Terry S. Whitehead has served with honor and distinction as an employee of the Town of Windsor for nineteen years from February 5, 2005 to January 1, 2024, of which she served eight years as Deputy Clerk/Treasurer and eleven years as Town Clerk for the Town of Windsor, and

WHEREAS, Terry S. Whitehead, during her service as Town Clerk for the Town of Windsor, has selflessly given of her time and energy to make the Town of Windsor a better community in which to live and work, and has performed her duties in an outstanding manner, with honesty and integrity, and

WHEREAS, the Town of Windsor wishes to recognize and express its gratitude to Terry S. Whitehead for the invaluable services she has rendered during her time as Town Clerk for the Town of Windsor, therefore be it

RESOLVED by the Town Council of the Town of Windsor, on this 12th day of December 2023, that Terry S. Whitehead is recognized, commended and thanked for her loyal and valuable service to the Town of Windsor as Town Clerk for the Town of Windsor.

A copy of this resolution shall be presented to Terry S. Whitehead.

George Stubbs, Mayor

ATTEST: