

**Minutes
Windsor Town Council Called Meeting
Town Hall
June 17, 2013**

The Windsor Town Council met in a Called Meeting on June 17, 2013 at 4:00 p.m. in the Council Chamber of the Windsor Town Hall, Windsor, Virginia. Mayor Carita J. Richardson was present, and she called the meeting to order. Michael Stallings, Town Manager, recorded the minutes.

Council members present: Durwood V. Scott
 N. Macon Edwards, III
 Greg Willis
 Patty Flemming
 Wesley F. Garris

Council member absent: J. Clinton Bryant

Mayor Richardson thanked everyone for attending the called meeting. She asked the Manager to call the roll and he did.

Council discussed the recent changes that had been made to the personnel policies regarding hours of work for office employees.

Council directed the Manager to draft a revision to the personnel policies that would provide for a 1 hour lunch for hourly employees and to revise the work hours for salaried employees.

Closed Session

Councilman Willis made a motion to go into closed session pursuant to Virginia Code Section 2.2-3711, A-1 personnel matters, regarding appointed personnel. Councilwoman Flemming seconded, and Council passed the motion as recorded on the attached chart as motion #1.

Councilman Scott made a motion to go back into regular session. Councilman Edwards seconded, and Council passed the motion as recorded on the attached chart as motion #2.

Councilwoman Flemming made a motion pursuant to Virginia Code Section 2.2-3712, Subsection D, that Council discussed only public business matters lawfully exempted from open meeting requirements, and that Council heard, discussed, or considered only such business matters as were identified in the motion that Council passed to go into closed session. Councilman Edwards seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #3.

Councilman Willis made a motion to adjourn. Vice-Mayor Garris seconded, and Council unanimously passed the motion as recorded on the attached chart as motion #4.

The meeting adjourned at 4:52 p.m.

Carita J. Richardson, Mayor

Michael Stallings
Town Manager

TOWN OF WINDSOR
 RECORD OF
 COUNCIL VOTES

Council Meeting Date June 17, 2013

Motion #	Edwards	Garris	Bryant	Willis	Scott	Flemming	C. Richardson
1	y	y	"	y	y	y	
2	y	y	"	y	y	y	
3	y	y	"	y	y	y	
4	y	y	"	y	y	y	
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Windsor Town Council
 June 17, 2013
 Michael Stallings
 Town Manager