PERSONNEL BOARD AGENDA

AGENDA MEETING AGENDA of the Personnel Board of the Town of Burrillville to be held Tuesday, March 11, 2025 at 8:30 am, Town Hall, Council Chambers, 105 Harrisville Main Street, Harrisville, RI 02830.

MEMBERS PRESENT:

OTHERS PRESENT:

CALL TO ORDER:

APPROVAL OF MINUTES:

1) Discussion, consideration and action relative to the February 11, 2025 meeting minutes and dispense with the reading of said minutes.

APPROVAL OF INVOICES /EXPENDITURES:

2) Discussion, consideration and action relative to invoice from NRI Now, LLC for the Library Assistant, in the amount of $50, to be received and filed.

NEW BUSINESS CONSIDERED AND ACTED ON:

3) Discussion, consideration and action relative to the template for the job descriptions, or take any action thereon.

OLD BUSINESS:

4) Discussion, consideration and action relative to the position of Assistant Director at The Jesse M. Smith Memorial Library, or take any other action thereon.

5) Discussion, consideration and action relative to the Administrative Aide Test and Skills Test, or take any other action thereon.

6) Discussion, consideration and action relative to updates to the Burrillville Application for Employment - full time/seasonal, or take any other action thereon.

CORRESPONDENCE:

ADDITIONAL NEW BUSINESS:

GENERAL DISCUSSION:

April 8 is the next Personnel Board meeting. Reminder that May's meeting has been rescheduled from May 13 to May 6.

ADJOURN: