

Joint Administrative Services Board
November 25, 2019 Regular Meeting 10:00 am

At a regular meeting of the Joint Administrative Services Board held on Monday, November 25, 2019, at 10:00 am in the Meeting Room AB, Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

Members Present: David Ash, Chuck Bishop, Sharon Keeler, Bev McKay

Members Absent: Chip Schutte, David Weiss

Staff Present: Tom Judge, Brianna Taylor

Others Present: None

1. Call to Order - Determination of Quorum

At 10:07 am, Substitute Vice Chairman Bev McKay called the meeting to order having determined that a quorum was present.

2. Approval of Minutes

Chuck Bishop, seconded by David Ash, moved to approve the October 28, 2019 minutes as presented. The motion carried by the following voice vote:

David Ash	- Aye
Chuck Bishop	- Aye
Sharon Keeler	- Aye
Bev McKay	Abstain
Chip Schutte	- Absent
David Weiss	- Absent

Bev McKay abstained since he was not present at the previous meeting.

3. Closed Session Pursuant to §2.2-3711-A1 S Specific Employees or appointees of the Board

At 10:08 am, Chuck Bishop, seconded by David Ash, moved that the Joint Administrative Services Board enter Closed Session pursuant to §2.2-3711-A1 for the purpose of discussing personnel matters related to performance. The motion carried by the following vote:

David Ash	- Aye
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Chuck Bishop	-	Aye
Sharon Keeler	-	Aye
Bev McKay		Aye
Chip Schutte	-	Absent
David Weiss	-	Absent

At 10:30 am, the members of the Board of Supervisors, being assembled within the designated meeting place, with open doors, and in the presence of members of the public and/or the media desiring to attend, Chuck Bishop, seconded by David Ash, moved to reconvene in open session. The motion carried as follows:

David Ash	-	Aye
Chuck Bishop	-	Aye
Sharon Keeler	-	Aye
Bev McKay		Aye
Chip Schutte	-	Absent
David Weiss	-	Absent

Chuck Bishop, seconded by David Ash, further moved to execute the following Certification of Closed Session:

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Joint Administrative Services Board has convened a closed meeting on the date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3700 of the Code of Virginia requires a certification by the Joint Administrative Services Board that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED, that the Joint Administrative Services Board hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Joint Administrative Services Board. The motion was approved by the following roll-call vote:

David Ash	-	Aye
Chuck Bishop	-	Aye
Sharon Keeler	-	Aye
Bev McKay		Aye
Chip Schutte	-	Absent
David Weiss	-	Absent

Chuck Bishop, seconded by Sharon Keeler, moved to call a special Joint Administrative Services meeting the week of December 9, on a mutually agreed upon date of the Joint Administrative Services Board members. The motion carried by the following voice vote:

David Ash	-	Aye
Chuck Bishop	-	Aye
Sharon Keeler	-	Aye
Bev McKay		Aye
Chip Schutte	-	Absent
David Weiss	-	Absent

4. Next Meeting

January 27, 2020

5. Adjournment

At 10:32 am, substitute Vice Chairman Bev McKay adjourned the meeting.

Minutes Recorded and Transcribed by Brianna R. Taylor