# BOARD OF COUNTY COMMISSIONERS
## DEPARTMENT HEAD MEETING
### MINUTES

**DATE:** October 13, 2003  
**TIME:** 10:00 A.M.  
**COMMISSIONERS PRESENT:** Bruce Coe and Max Golladay  
**DEPARTMENT:** Maintenance  
**DEPARTMENT HEAD:** Warren Beed  
**OTHERS PRESENT:**

<table>
<thead>
<tr>
<th>TOPIC:</th>
<th>Request for 3rd person at the Fair and Mann House</th>
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</thead>
<tbody>
<tr>
<td><strong>DISCUSSION:</strong></td>
<td>Warren presented a memo explaining the need to fill a vacant position which currently has a temporary person. There was a list of jobs that currently need to be completed around the fair and courthouse.</td>
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<td><strong>ACTION:</strong></td>
<td>Commissioner Huston directed Warren to give more definition to the job duties that need to be completed. He also wanted to see an updated organizational chart and a comparison of salaries.</td>
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**APPROVED**  
10/21/03