

**MINUTES OF BOARD OF COUNTY COMMISSIONERS  
OF GUILFORD COUNTY  
WORK SESSION**

Greensboro, North Carolina  
December 5, 2019

The Board of County Commissioners met in a duly noticed Work Session at 3:00PM in the Blue Room located on the first floor of the Old County Courthouse, 301 W. Market St., Greensboro, NC.

**PRESENT:** Chairman Alan Branson, presiding; Vice Chairman Jeff Phillips; Commissioners Melvin “Skip” Alston, Justin Conrad, Alan Perdue, J. Carlvena Foster, Hank Henning and Carolyn Q. Coleman (in at 4:19PM)

**ABSENT:** Commissioner Kay Cashion

**ALSO PRESENT:** County Manager Marty Lawing; County Attorney Mark Payne and Clerk to Board Robin Keller

**I. WELCOME AND CALL TO ORDER**

Chairman Phillips welcomed those present and called the meeting to order at 3:19PM.

**II. HOLD CLOSED SESSION PURSUANT TO N.C.G.S 143.318.11 (a) (5) FOR  
THE PURPOSES OF REVIEWING AND CONSIDERING EMPLOYEE  
CONTRACTS AND EVALUATIONS**

**Motion made by Commissioner Hank Henning, and seconded by Commissioner Melvin “Skip” Alston, to enter in closed session pursuant to N.C.G.S 143-318.11 (a) (6) for the purposes of reviewing and considering employee contracts and evaluations.**

**VOTE:** Motion carried 7-0

**AYES:** Alan Branson, Jeff Phillips, Melvin “Skip” Alston, Justin Conrad, Alan Perdue, J. Carlvena Foster, Hank Henning

**NOES:** NONE

**ABSENT:** Kay Cashion and Carolyn Q. Coleman

By unanimous consent the Board recessed into closed session at 3:19PM.

Commissioner Coleman arrived to the closed session at 4:19PM.

The meeting reconvened from closed session into open session at 4:56PM.

**PRESENT:** Chairman Alan Branson, presiding; Vice Chairman Jeff Phillips; Commissioners Melvin “Skip” Alston, Justin Conrad, Alan Perdue, Hank Henning and Carolyn Q. Coleman

**ABSENT:** Commissioners Kay Cashion and J. Carlvena Foster

**ALSO PRESENT:** County Manager Marty Lawing; County Attorney Mark Payne and Clerk to Board Robin Keller

**Motion made by Commissioner Melvin “Skip” Alston, and seconded by Commissioner Hank Henning, to approve a 3% cost of living increase for the Guilford County Sheriff, Register of Deeds and Elections Director for the 2019 performance review period; with the cost of living adjustment for the Elections Director contingent upon receiving input from the Guilford County Board of Elections.**

**VOTE:** Motion carried 7-0

**AYES:** Alan Branson, Jeff Phillips, Melvin “Skip” Alston, Justin Conrad, Alan Perdue, Carolyn Q. Coleman and Hank Henning

**NOES:** NONE

**ABSENT:** Kay Cashion and J. Carlvena Foster

### **III. ADJOURN**

There being no further business, the Board adjourned the meeting by unanimous consent at 4:57PM.

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J. Alan Branson, Chairman

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Clerk