Town of Woodfin
Town Council Special Meeting

Tuesday, March 17, 2026
4:00 pm

CLOSED SESSION MEETING MINUTES & GENERAL ACCOUNT

Council Members Present
Mayor Jim McAllister
Council Member Dan Bowers
Council Member Ken Kahn
Council Member Johanna Young
Vice Mayor Elisabeth Ervin
Council Member Philip Cohen
Council Member Max "Chip" Parton

Council Members Absent

Town Staff Present
John Henning, Town Attorney

Mayor McAllister called the meeting to order at 4:04 pm. Council Member Bowers was absent for the beginning of the meeting and joined at 4:08 pm.

A. Approval of the Agenda
Council Member Ervin made a motion to approve the agenda. Council Member Parton seconded the motion which passed unanimously, 5-0.

B. Executive Session - Executive Session – The Town Council may adjourn to private chambers to discuss legal, personnel, contractual or similar matters protected by the NCGS §143-318.11(a) including subsections:

1. (1) to prevent the disclosure of information that is privileged or confidential, pursuant to NCGS 160A-168, and
2. (3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body.

Vice Mayor Ervin made a motion to adjourn into closed session consistent with North Carolina General Statute §143-318.11, subsections 1 and 3 as stated previously. Council Member Parton seconded the motion, which passed unanimously, 5-0.

Mayor McAllister called the closed session to order at 4:05 pm.

Closed Session Discussion of Personnel Matter:

Council members discussed the format of the Town Manager performance appraisal document and reviewed the document to ensure that each Council Member's comments were included accurately. The aggregated answers to a questionnaire given to and returned by all six department heads concerning perceived Town Manager performance was also reviewed, and Council Members discussed questions for future inclusion on the questionnaire.

Council Member Ervin made a motion to return to open session. Council Member Parton seconded the motion, which passed unanimously, 6-0.

C. <u>Adjournment-</u>

Council Member Ervin made a motion to adjourn the meeting. Council Member Kahn seconded the motion, which passed unanimously, 6-0.

Mayor McAllister adjourned the meeting at 4:28 pm.

TOWN OF WOODFIN
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JUNE 1971
NORTH CAROLINA

James C. McAllister/Mayor

Attest:
Gena Powers/Town Clerk