

**BERRYVILLE TOWN COUNCIL PERSONNEL, APPOINTMENTS, AND POLICY COMMITTEE**  
**Berryville-Clarke County Government Center**  
**MINUTES**  
**May 18, 2026**

---

A meeting of the Berryville Town Council Personnel, Appointments, and Policy Committee occurred at 2:00 p.m. in the Berryville-Clarke County Government Center, located at 101 Chalmers Court in Berryville, Virginia.

**Attendance:**

Members of the committee: Mayor Jay Arnold, Chair; Vice Mayor Erecka Gibson

Staff participating: Terry Russell, Community Development Director

**1. Call to Order**

Mayor Arnold called the meeting to order at 2:00 p.m.

**2. Approval of Agenda**

**Vice Mayor Gibson moved to approve the agenda. The motion passed by consensus.**

**3. Closed Session**

**Vice Mayor Gibson moved that the Personnel Committee of the Council of the Town of Berryville enter closed session in accordance with §2.2-3711-A-1 of the Code of Virginia, for discussion, consideration, or interviews of prospective candidates for appointment. The motion passed by consensus.**

**The committee returned to open session at 3:00 p.m. upon the approval of the **attached** motion read by Vice Mayor Gibson.**

The consensus of the committee was to recommend to the full Town Council that Mr. Skillman be appointed to the Planning Commission, and that Mr. Donner be appointed to the Tree Board.

**6. Other**

None.

**7. Adjourn**

**The meeting adjourned by consensus at 3:12 p.m. on a motion by Vice Mayor Gibson.**

**Town of Berryville**  
**Personnel, Appointments, and Policy Committee**  
**MOTION TO ENTER CLOSED SESSION**

Date:            May 18, 2026

MOTION BY:

I move that the Personnel Committee of the Council of the Town of Berryville enter closed session in accordance with §2.2-3711.A.1 of the Code of Virginia, for discussion, consideration, or interviews of prospective candidates for appointment.

VOTE:

Aye:

Nay:

Absent:

Abstain:

ATTEST

---

Erecka Gibson, Vice Mayor

**Town Council**  
**Motion**  
**CLOSED SESSION RESOLUTION**

DATE: May 18, 2026

MOTION BY:

I move that the Personnel Committee of the Council of the Town of Berryville adopt the following resolution certifying it has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act:

Resolution

WHEREAS, Section 2.2-3712.D of the Code of Virginia requires a certification by this Council that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the Council hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this 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 Council.

VOTE:

AYE:

NAY:

ABSENT:

ABSTAIN:

ATTEST:

---

Erecka Gibson, Vice Mayor