

1. The Coffey County Commission met in adjourned session Wednesday, March 9, 2005. Chairman Free Rowley, Jr. called the meeting to order at 2:00 p.m. with members R. Kraig Kirchner, Gene L. Merry, and Larry Crotts present. Also present was Administrative Coordinator Mary Bloomer. Commissioner Sipe was absent for personal business.
2. The Board held a work session to discuss applications received to fill the Administrative Coordinator/Administrative Assistant position. The Board also discussed and revised the elements of a job description for an Administrative Assistant.
3. Bloomer was directed to set up interviews with three of the applicants.
4. Chairman Rowley adjourned the meeting at approximately 3:30 p.m.

Minutes, March 9, 2005

Signed:

Attest:

Chairman

County Clerk