



## MEMORANDUM

**To:** Borough Assembly

**From:** Debra Thompson, Borough Clerk/HR Manager

**Date:** 10/14/2020

**Re:** **Manager Giesbrecht's Performance Evaluation**

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Mayor Jensen, Vice Mayor Stanton Gregor and Manager Giesbrecht will meet Wednesday, October 21, 2020 to review and edit (if necessary) the combined performance evaluation. If a final document is decided upon at the meeting, I will bring the final performance evaluation before the Assembly in Executive Session at the November 2, 2020 Assembly meeting.

Please let me know if you have any questions.