

RECORD OF PROCEEDINGS



BROWN TOWNSHIP FINANCIAL MEETING SESSION

Held: December 13, 2010

The Trustees/ Fiscal Officer of Brown Township convened in financial session from 6:00 P.M. to 6:50 P.M. in the 2491 Walker Rd Hilliard, Ohio 43026. Chair Ron Williams called the meeting to order with the following members present:

Mr. Gary Dever	Absent	Mr. Ron Williams	Present.
Mrs. Pam Sayre	Present	Mrs. Barbara Bloxam	Present.

The Trustees and Fiscal Officer reviewed and discussed the October reconciled bank statement and related reports.

November payroll reports were presented and reviewed.

Barb Bloxam shared the current record retention schedule should be updated in the first quarter of 2011. She explained the Ohio Historical Society has limited personnel to review historical documents of the township due to budget cuts. She introduced Dolores Breckenridge who is the current archivist of the Worthington Historical Society. Dolores volunteered to become a member of the Record Retention Committee and will assist Barb in reviewing documents and updating the retention schedule.

Barb Bloxam presented a draft 2011 meeting schedule. The schedule was reviewed and discussed by the Trustee.

With no further business, Chair Williams asked for a motion to adjourn. Trustee Sayre made a motion to adjourn the meeting. Chair Williams seconded the motion.

Votes were: Mr. Ron Williams, Aye; Mrs. Pam Sayre, Aye.

The meeting was adjourned at 6:50 P.M.

Ronald Williams

Barb Bloxam

Mr. Ron Williams, Chairman

Mrs. Barb Bloxam, Fiscal Officer

All formal actions of the Trustees/ Fiscal Officer of Brown Township concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.