

## **Agenda for Trustee Meeting**

**January 21, 2019**

**Township Hall – Chamber Office**

**7:00pm**

- 1. Minutes of Meeting – January 7, 2019**
- 2. Financial Review**
- 3. Old Business**
  - 1. Rentals**
    - a. Renter’s Insurance**
    - b. Keys for Cabinet**
  - 2. Discussion on Chamber Hall Improvements**
    - a.) Door to North Courtyard, Window Status, and Outside Lights**
  - 3. Ohio Open Checkbook**
  - 4. List of Past Trustees and Fiscal Officers**
  - 5. Renovation of Township Office**
    - a.) Fireproof File Drawers - Shims**
    - b.) Ingrid Porter/Chriss Slabaugh – Furniture Delivery**
  - 6. Railing on Township Office Steps and Repair Landing**
  - 7. Light above Township Door**
  - 8. Painting Window Sills in Township Hall**
  - 9. Retention Policy**
  - 10. Lighting Renovations**
  - 11. Driveway Repair**
  - 12. New Computer System**
  - 13. Cleaning Township Chairs – Hardware Store has recommendation**
- 4. New Business**
  - 1. Credit Card Policy**
  - 2. Resolution for Solid Waste Management District**
  - 3. Glass Chandelier**
  - 4. Westland A/C Invoice**

**5. Adjournment**

**6. Meetings in February**