The meeting was called to order by President Tom Florkiewicz at 7:05 p.m. those present included Trustee Mike Wise (via the phone); Trustee John Finley; Township Hall Rental Agent (THRA) Elizabeth MacIver; and Fiscal Officer (FO) Elizabeth Boles.

MINUTES:
- The minutes from the last meeting were unanimously passed as read.

FINANCIAL REPORT:
- A copy is attached to these minutes and another copy is in the Financial Reports notebook.
- The Trustees acknowledged receipt of the Township Hall Year-to-Date report for 2016 from FO Boles. A copy is attached to these minutes.

OLD BUSINESS

TOWNSHIP HALL RENTALS:
- THRA MacIver updated the Trustees on rentals.
- A motion was made, seconded and unanimously passed to have a flat rental fee of $25.00 for the use of the microphone and speakers.
- The Trustees agreed the Documentary Film group may use the Hall for two Fridays in February.

TOWNSHIP HALL MAINTENANCE/IMPROVEMENTS:
- The Trustees acknowledged receipt of the Hall’s On-Going Maintenance Report, up to December 31, 2016, from FO Boles.
- The Trustees discussed new chairs and tables for the Hall.
- The Trustees discussed the two proposals for waterproofing the Hall bricks.

OHIO OPEN CHECKBOOK:
- Trustees Finley reported that one of the High School Seniors working on this project is training her younger brother to take over for her when she graduates.
NEW BUSINESS

ENCUMBRANCES FOR 2017:
- A motion was made, seconded and unanimously passed to adopt the 2016 Encumbrances. A copy is attached to these minutes.

CHAGRIN VALLEY TIMES ADS:
- The Trustees discussed putting ads in the CV Times to encourage Hall rentals.

The meeting was unanimously adjourned at 8:00 p.m.

_________________________________  ____________________________________
Tom Florkiewicz, President            Elizabeth Boles, Fiscal Officer

These minutes were unanimously approved on 1/23/17, as read.