

Chagrin Falls Township Trustees Meeting  
Tuesday, July 10, 2018  
Minutes

The meeting was called to order by President Tom Florkiewicz at 7:05 p.m. in the Hall Courtyard. Those present included Trustee John Finley; Trustee Brian Paul; Interior Designer Ingrid Porter, Township Hall Rental Agent (THRA) Elizabeth MacIver; and Fiscal Officer (FO) Elizabeth Boles.

INGRID PORTER, INTERIOR DESIGNER:

- Trustee Finley gave Ms. Porter his hand-out list of expectations for the job of renovating the Township Hall office.
- After some discussion, the Trustees agreed that President Florkiewicz will be the sole correspondent with Ms. Porter throughout the course of the office renovation, since he brought her on board. All communications with Ms. Porter will go through one Township Representative.
- Miss Porter will send a couple of documents over for the Trustees to sign.
- Hall renovation discussion followed and the Trustees thanked Ms. Porter for coming to the meeting.

MINUTES:

- The minutes of the last meeting were unanimously approved, as read.

FINANCIAL REPORT:

- FO Boles distributed copies of the 2019 Budget to the Trustees.
- After some discussion, a motion was made, seconded and unanimously approved to adopt the 2019 Budget.

**OLD BUSINESS**

TOWNSHIP HALL RENTALS:

- THRA MacIver updated the Trustees on Hall rentals.
- One recent renter's security deposit was revoked because of the way the Hall was left. The Trustees unanimously voted to pay THRA MacIver for the time it took to clean the Hall for the next renter. President Florkiewicz and Rob Schwind helped in that clean-up.

TOWNSHIP HALL MAINTENANCE:

- The Trustees discussed the Hall boiler and getting rid of the asbestos by the boiler.

OHIO OPEN CHECKBOOK:

- Trustee Finley announced the Open Checkbook is completed for 2017.
- He will be looking for another High school student to take over this ongoing project.

OFFICE RENOVATIONS:

- The Trustees discussed the fireproof file drawers for the office.
- A motion was made, seconded and unanimously passed to pre-authorize the purchase of two fireproof file cabinets for the office up to \$ 4,500.00.

PUBLIC RECORDS POLICY:

- The Trustees discussed the policy for the Township.
- President Florkiewicz will put together a draft of the Township Public Records Policy for the Trustees to look over.

**NEW BUSINESS**

YOUR HOMETOWN:

- The Trustees discussed *Your Hometown* dissolving.
- They discussed the future of the Hall's Visitors' Center and Holly Hall.

The meeting was unanimously adjourned at 8:35 p.m.

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Tom Florkiewicz, President

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Elizabeth Boles, Fiscal Officer

These minutes were unanimously approved on 7/24/18, as read.