

Chagrin Falls Township Trustees Meeting
Tuesday, July 24, 2018
Minutes

The meeting was called to order by President Tom Florkiewicz at 6:30 pm. in the Chagrin Valley Chamber of Commerce (CVCOC) office. Those present included Trustee John Finley; Trustee Brian Paul; Township Hall Rental Agent (THRA) Elizabeth MacIver; (CVCOC) Executive Director Molly Gebler; and Fiscal Officer (FO) Elizabeth Boles.

MOLLY GEBLER, CV CHAMBER OF COMMERCE EXECUTIVE DIRECTOR:

- The Trustees and Mrs. Gebler discussed the closing of *Your Hometown* on 9/1/18 and the future of Holly Hall.
- The Trustees and Mrs. Gebler also discussed the future of the Hall's Visitors' Center. The Chagrin Valley Chamber of Commerce is planning to take over this operation.
- The Trustees agreed to continue to fund the cleaning of bathrooms which will remain open for Village visitors.
- A motion was made, seconded and unanimously approved to keep the running of the Visitors' Center *status quo*, only change being *change of management*.
- The Trustees thanked Mrs. Gebler for attending the meeting

MINUTES:

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

FINANCIAL REPORT:

- The Trustees acknowledged receipt of the 2nd quarter, 2018 Financial Report from FO Boles.
- A copy will be attached to these minutes and another copy will be put in the Financial Report notebook.

OLD BUSINESS

TOWNSHIP HALL RENTALS:

- THRA MacIver updated the Trustees on Hall rentals.
- FO Boles reported she spoke with The Ohio Township Association and Mr. Matt Goldman from the Auditors office asking their advice about offering the use of credit cards to renters to pay for Hall rentals. Currently, the Hall can be rented by check or cash.
- The advice she received from both sources was that it was possible to set up a credit card system, and both strongly advised to work with

the Township's legal counsel when doing this. The Township's legal counsel is the Cuyahoga County's Prosecutor's Office.

TOWNSHIP OFFICE RENOVATION:

- The Trustees discussed the Ingrid Porter Interiors, LLC Agreement and made some amendments.
- President Florkiewicz will apprise Ms. Porter of these changes.

TOWNSHIP RETENTION POLICY:

- The Trustees went over the Records Retention Policy updates.
- The next step will be to submit them to the Ohio Historical Society for approval.

TOWNSHIP PUBLIC RECORDS POLICY:

- The Trustees went over the Public Records Policy draft.
- A motion was made, seconded and unanimously approved to adopt the final draft of this policy, as amended.

NORTH MAIN STREET REPAIRS:

- The Trustees discussed the upcoming road repairs to North Main Street.
- The beginning date will be around August 16 with a finish date of around November 16th.

NEW BUSINESS

CPAC MEETING:

- Trustee Paul announced he attended the Cuyahoga Partnership for Arts & Culture Meeting.

FUTURE MEETING DATES:

- The Trustees agreed there will be no meetings in August.
- The next meeting will be held on Wednesday, September 19th at 7:00 p.m.

The meeting was unanimously adjourned at 8:30 p.m.

Tom Florkiewicz, President

Elizabeth Boles, Fiscal Officer

These minutes were unanimously approved on 9-19-19, as read.