<div align="center">
Chagrin Falls Township Trustees Meeting
Wednesday, November 25, 2025
Minutes
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The meeting was called to order by Trustee John Finley at 5:10 p.m. in Chagrin Falls Township Hall. Those present included Trustee Jennifer McKee, Township Hall Rental Agent (THRA) Elizabeth MacIver, Fiscal Officer (FO) Elizabeth Boles, and Jim Zuccaro of OTARMA.

JIM ZUCARRO, OTARMA:
- The Trustees welcomed Mr. Zuccaro to the meeting.
- Mr. Zuccaro discussed OTARMA programs having to do with the Township Hall, including the MORE Grant Program focusing on safety materials for the Hall. The safety materials could include new fire extinguishers and cameras, etc.
- The Trustees thanked Mr. Zuccaro for attending the meeting.

MINUTES:
- The minutes from the meeting on November 12th were unanimously approved, as read.

OLD BUSINESS

TOWNSHIP HALL RENTALS:
- The Trustees and THRA MacIver discussed old & future rentals and classes held in Hall.

TOWNSHIP HALL IMPROVEMENTS/MAINTENANCE/REPAIRS:
- The Trustees discussed repairs and continuing maintenance to the Hall. Hall Outside Main Doors: Trustee Finley reported he spoke with David Novak about repairing the doors and asked him for a quote.

GIFT CERTIFICATE FOR ROBIN SCHWIND:
- A motion was made, seconded, and unanimously approved to send Mr. Schwind a gift certificate as a thank you for all he does for the Township Hall.

MONETARY THANK YOU GIFT FOR BOB CRAIG, WEBMASTER:
- A motion was made, seconded, and unanimously approved to send Mr. Craig a monetary Thank You gift, for his ongoing service to the Township.

MEETINGS IN DECEMBER:
- The Trustees agreed the meetings in December will be held on Monday, December 8th and Monday, December 29th at 5:00pm in Township Hall.

Trustee Finley adjourned the meeting at 5:48 pm and the Trustees then went into Executive Session.

Trustee Finley called the meeting back to order at 5:50 pm. The meeting was unanimously adjourned at 5:51 pm

_____   _____
John Finley, Trustee   Elizabeth Boles, Fiscal Officer

These minutes were unanimously approved on 12-8-2025, as amended.