

Chagrin Falls Township Trustees Meeting  
Monday, December 8, 2025  
Minutes

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, and Fiscal Officer (FO) Elizabeth Boles.

MINUTES:

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

**OLD BUSINESS**

TOWNSHIP HALL RENTALS:

- The Trustees and THRA MacIver discussed old & future rentals and classes held in Hall.
- Other discussion was about the Hall's video equipment.

**NEW BUSINESS**

REIMBURSEMENT OF SALES TAX POLICY:

- The Auditor of State's office sent an AOS Bulletin suggesting this policy be created.
- Trustee Finley contacted the Cuy. Co. Prosecutor's office asking if the Township needs this policy. The Prosecutor's Office responded "yes," the Township should have this policy in place.
- Mr. Greenwall from the Prosecutor's Office drafted the policy for the Township.
- Trustee Finley distributed copies of the new Township Reimbursement of Sales Tax Policy at the meeting, and asked if anyone had any comments, to please let him know.

The meeting was unanimously adjourned at 5:27 p.m.

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John Finley Trustee

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Elizabeth Boles, Fiscal Officer

These minutes were unanimously approved on 12-29-2025, as read.

