

Administrative, Budget & Personnel Committee

Meeting Minutes

January 5, 2016

Meeting called to order at 6:30 p.m.

Charity and Mary in attendance. Scott also sat in.

I briefed Scott on the Admin committee's responsibilities. We talked about policies and procedures, personal duties and the budget.

We are recommending the purchase of 7 dry eraser name plates at \$7.00 per each.

Per Shawna's request for painting the building, perhaps Freeport Good Works would be willing to fund the project. This should go to the Building, Streets and Grounds committee for review.

We discussed having a 'suggestion box' for public input.

Charity has a neighbor who has expressed interest in a Council position; she will continue to talk to her and encourage her to come to the office and fill out an application.

I have made the decision to resign from council so I can pursue other interests. I will be taking the Master Gardner course at MSU and feel that I need to concentrate on that endeavor.

So, I will be resigning after the February meeting and will submit a formal letter of resignation before that meeting.

The meeting adjourned at 7:10 pm.

Respectfully Submitted by

Mary Murphy