

RECORD OF PROCEEDINGS

**MINUTES OF THE
XENIA TOWNSHIP TRUSTEES:**

**SPECIAL MEETING
DECEMBER 29, 2014 8:45 A.M.**

Note: These minutes are a summary of the discussion and are not a word for word account of the discussions. The proceedings were electronically recorded. The meeting place was the Xenia Township Office, 8 Brush Row Road, Xenia, Ohio.

PRESENT: Susan Spradlin, Trustee; Daniel O'Callaghan, Trustee; Barbara Miller, Fiscal Officer; Alan Stock, Administrator.

Meeting was called to order at 8:45 a.m. This was a Special Trustees' Meeting advertised on the Xenia Township website within 24 hours of scheduling this meeting.

TRUSTEES' BUSINESS:

A discussion was held to discuss setting aside money for each department for larger purchases and for emergencies and how to set up the line items to house this money.

A discussion was held to discuss the revenue and to establish a carry over.

A discussion was held to establish which line items employee salaries will be taken from and how they will be set up.

Mrs. Spradlin made a motion to go into an Executive Session to discuss the promotion, demotion or discipline for a Township employee or elected official and to include Chief Fox, Mr. Stock and the present Trustees, Mr. O'Callaghan seconded. All voted Aye. Executive Session began at 10:52 a.m.

Mrs. Spradlin made a motion to exit the Executive Session, Mr. O'Callaghan seconded. All voted Aye. Executive Session ended at 11:36 a.m.

ADJOURN:

Mr. O'Callaghan made a motion to adjourn the Budgetary Meeting, Mrs. Spradlin seconded. All voted Aye. Meeting adjourned at 11:37 a.m.

XENIA TOWNSHIP BOARD OF TRUSTEES

Resolution # _____

Absent _____

Date Approved: _____

Scott Miller, Chair

ATTEST:

Susan Spradlin

Barbara Miller, Fiscal Officer

Daniel O'Callaghan