

SPECIAL MEETING

Mecosta Township Board

Policy/Procedure Workshop

19729 11 Mile Rd. Big Rapids, MI.

January 28, 2020 / unapproved minutes

Prepared by Lois Brennan, Mecosta Township Clerk

The workshop began at 6:00pm.

Policy and Procedure Manual- discussed was where to begin with revising the current Policy/ Procedure Manual, what is our goal and how we would like to begin. It is expected to take roughly a year to complete this project. Amongst items discussed was forming a sub committee consisting of Mary Quinlan, Lois Brennan and John Johnson. James Cain and Michele Graham will take over for John Johnson and Mary Quinlan mid-way through the project. It was also discussed to bring in members at large from the community to have some insight from the general public.

Lois Brennan

Clerk, Mecosta Township