

January 3<sup>rd</sup>, 2023 Lincoln Township Board Meeting Agenda

5PM conference room

300 Illinois Street

*Minuets in Blue*

**Organizational meeting**

to do:

1. Call meeting to order                    Jim lead the prayer, Charles lead the pledge
2. Roll call                                     Silent: Charles, Jim, Kathleen, and Ethan all present
3. Old business                                None
4. New business
  1. Collect Oaths of Office from the Board
  2. Sign internal controls policy    all signed
  3. Sign nepotism policy                all signed
  4. Elect chairman                        Kathleen nominated Jim, Ethan 2<sup>nd</sup> (vote 3y0n)
  5. Elect secretary                        Jim nominated Kathleen, Ethan 2<sup>nd</sup> (vote 3y0n)
  6. Pass 2023 resolutions                Jim made motion, Kathleen 2<sup>nd</sup> (vote 3y0n)+signed
    - a. 2023-01: Internal Controls    Jim made motion, Kathleen 2<sup>nd</sup> (vote 3y0n)+signed
    - b. 2023-02: Salary's                Jim made motion, Kathleen 2<sup>nd</sup> (vote 3y0n)+signed
    - c. 2023-03: Nepotism                Jim made motion, Kathleen 2<sup>nd</sup> (vote 3y0n)+signed
    - d. 2023-04: Capital Assets        Jim made motion, Kathleen 2<sup>nd</sup> (vote 3y0n)+signed
    - e. 2023-05 Credit card use        Jim made motion, Kathleen 2<sup>nd</sup> (vote 3y0n)+signed
    - f. 2023-06 Assistance Standards   Jim made motion, Kathleen 2<sup>nd</sup> (vote 3y0n)+signed
  7. New hire paperwork for all employees (payroll+state)    watched SBOA int. cont. video
5. End meeting

**Board of Finance meeting**

To do:

1. Call meeting to order
2. Roll call                                     Silent: Charles, Jim, Kathleen, and Ethan all present
3. Old business (no old reports)
4. New Business
  1. Elect President                        Kathleen nominated Jim, Ethan 2<sup>nd</sup> (vote 3y0n)
  2. Elect Secretary                        Jim nominated Kathleen, Ethan 2<sup>nd</sup> (vote 3y0n)
  3. no new reports since we have no investments
5. End meeting