

RECORD OF PROCEEDINGS

**MINUTES OF THE XENIA TOWNSHIP TRUSTEES: WORK SESSION
HELD ON: JULY 14, 2010 8:00 AM**

NOTES: These minutes are a summary of the township business meeting and are not a word for word account of the discussions which took place.

John Faulkner, Vice Chair, called the work session to order at 8:00 a.m. Present were Trustees John Faulkner and Jim Reed. Miller was out due to a family illness. Seiter and Painter were out for vacation.

The purpose of the work session was to discuss and review a sample personnel policy manual as a revised document for Xenia Township. The first approximately fifty (50) pages were reviewed page by page and marked for changes.

ADJOURN: 2:30 pm

SCOTT W. MILLER, CHAIR

ATTEST:

JOHN D. FAULKNER

JOHN FAULKNER

JIM REED