

# Caledonia Township Board Of Trustees

## Special Meeting Minutes

Friday December 6<sup>th</sup>, 2019 @ 6:00 pm

Caledonia Township Hall 6461 Gillard Rd. Spruce, MI 48762

\*\*Notice was posted timely (12/5/19 @ 3:11pm) on Caledonia Twp Hall Door (Original posting placed in Clerks K. Scott drop box immediately following special meeting). Notice of meeting emailed to all board members 12/05/19 @ 9:11am. Agenda e-mailed to residents on the e-mail list. If you would like to be added to receive all agendas prior to all meetings (regular and special), visit [www.caledoniatwp.net](http://www.caledoniatwp.net) and click on the "click here to sign up for our e-mail notifications" \*\*

- I. Call the meeting to order C. Apsey - Promptly started at 6:00 pm
- II. Pledge of Allegiance – Completed
- III. Roll Call – Jack Scott; Absent      Kerri Scott; Absent      Cyndi Apsey; Present  
Sarah Roe; Present      Cindy Smith; Present  
(Members of the Public were Present)
- IV. Approval of Agenda – S. Roe made **motion** to accept agenda as presented. C Smith seconded. All in favor. Passed
- V. Business
  - a. FOIA Coordinator:

C. Per web site the Caledonia Township FOIA Procedures and Guidelines - states Clerk is the FOIA Coordinator and it is dated effective 07/01/2015.
  - b. FOIA Request:

Supervisor C. Apsey will e-mail the FOIA requestor, Clerk K. Scott, Appointed Deputy Clerk (requested her email address), and the Township Attorney stating it was received by the entire board on 12/04/19 and that the FOIA coordinator would respond per our posted policy and guidelines.
- VI. Public Comment:

A Citizen asked the board what the consequences would be if the FOIA coordinator did not respond timely or complete the request. Trustee C. Smith looked up the FOIA request laws per the Michigan.gov website pamphlet. It stated that the township could be charged \$1,000.00 (if court ordered) payable to the State Treasury, in addition, another \$1,000.00 would be charged to the township (if court ordered) payable to the person seeking their rights. Not sure if that was the latest laws.

**Treasurer S. Roe made Motion to adjourn at 6:20 pm. Seconded by Trustee C. Smith All in favor; 3 Yes Motion Carried**