

**BANGOR TOWNSHIP SCHOOLS  
ORGANIZATIONAL MEETING  
JULY 7, 2016**

The meeting was called to order by President Kowalski at 5:00 p.m.

**MEMBERS PRESENT:** Richard Kowalski, President; John Loop, Vice-President; Brian Tobin, Treasurer; Melissa Kaczmarek, Secretary; Lynne Moore, Trustee; and Patrick Shaffer, Trustee

**MEMBERS ABSENT:** Mark Seymour, Trustee

**EXPRESSIONS/COMMUNICATIONS FROM THE PUBLIC** None.

**APPROVAL OF ACTION ITEMS**

**Appoint Administrative Assistant and Superintendent (alternate) as recording secretaries to the Board:** A motion was made by Melissa Kaczmarek, supported by Brian Tobin, to appoint Debra Neumeyer as recording secretary to the Board with Matthew Schmidt as alternate. Motion carried, 6-0.

**Designate Law Firms for 2016/17 School Year:** A motion was made by Brian Tobin, supported by Melissa Kaczmarek, to retain the law firms of Thrun Law Firm, Inc. of Lansing; Allsopp and Wackerly P.C. of Bay City; for the 2016/17 school year with the same protocols and procedures as in previous years. Motion carried, 6-0.

**Designate Auditing Firm:** A motion was made by Lynne Moore, supported by Patrick Shaffer to designate Rehman Robson as the auditing firm for the upcoming school year. Motion carried, 6-0:

**Designate the following institutions as authorized Depositories and Signatories for Checking Accounts of the District and Signatories for Deposit, Transfer and Withdrawal of Funds:** A motion was made by John Loop, supported by Melissa Kaczmarek to approve Chase Bank, Chemical Bank and Trust, and Michigan Liquid Asset Fund Plus with Matthew Schmidt, Jonathan Foco, Holly Hartz, and the Board Treasurer as authorized signatories for checking accounts of the district and signatories for deposit, transfer and withdrawal of funds. Motion carried, 6-0.

**Delegate School Election Duties to Superintendent and Administrative Assistant:** A motion was made by Patrick Shaffer, supported by John Loop, to delegate the superintendent, Matthew Schmidt, and/or administrative assistant, Debra Neumeyer, as school designee for Board elections. Motion carried, 6-0.

**Set Dates, Times and Places of Monthly Board Meetings:** A motion was made by Melissa Kaczmarek, supported by Brian Tobin, to approve the meeting schedule as presented. Motion carried, 6-0.

**Designate Administrative Assistant or her designee as person responsible for posting public Board Notices:** A motion was made by Brian Tobin, supported by Patrick Shaffer, to approve Debra Neumeyer, or her alternate, as the person responsible for posting Board meeting notices. Motion carried, 6-0.

**OTHER ITEMS FOR DISCUSSION**

None

**EXPRESSIONS/COMMUNICATIONS FROM THE PUBLIC**

None

**ADOURNMENT**

Melissa Kaczmarek made a motion to adjourn the meeting. Meeting adjourned at 5:04 pm.

Respectfully submitted,

Melissa Kaczmarek  
Secretary