

Minutes of the Special Board Meeting  
Held on Tuesday, September 18, 2018, 6:30 pm  
At the Allendale Charter Township Hall

Members Present: Elenbaas, Hoekstra, VanderVeen, Richards, Kraker arrived at 8:10

Members Absent: Zeinstra, VanderWall

Guests Present: Caitlin Kunst, Chad Doornbos, Emma Jaarsma

Elenbaas called the Meeting to order

- **Invocation** was given by Elenbaas
- **Pledge of Allegiance**
- **Approve Agenda**  
Motion by Hoekstra, seconded by VanderVeen to approve the agenda as presented.  
Approved
- **Public Comments - None**  
Motion by Elenbaas, seconded by VanderVeen to close public comment. Approved
- **Discussion Items**  
**-Employee Handbook Review**
- **Public Comments**  
Motion by Elenbaas, seconded by Kraker to close public comments. Approved
- **Board Comments**  
Thank you for all the work on the Handbook  
Next Special Meeting Scheduled for September 27, 2018 at 6:30 for Budget, handbook, wage ranges
- **Future Agenda Items**  
Money Handling Policy
- **Adjournment**  
Motion by Kraker, seconded by VanderVeen to adjourn the meeting at 9:45 pm.  
Approved

Laurie Richards  
Allendale Charter Township Clerk

Adam Elenbaas  
Allendale Charter Township Supervisor