



GERRISH TOWNSHIP

Kathleen Patchin, Clerk

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Clerk Patchin Report May 2016

Attended and prepared for the following meetings:

- ~April 20th Special Meeting (Assessor/Build Main position/MCAT class/Marina employee/ParGrant/Playground Bids/Compost Gravel)
- ~May 5th Special Meeting Work Session

Prepared Minutes and completed action on minutes

April 14th, Attended the Michigan Association of Municipal Clerk seminar held in Mount Pleasant for the current updates and information on the 2016 Election Cycle.

Attended the Roscommon Township Association meeting on April 21st.

AP's and Payroll processing

General ledger accounting