



GERRISH TOWNSHIP

Kathleen Patchin, Clerk

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Clerk Patchin Report August 2016

Attended and prepared for the following meetings:

~August 4th, Work Session

~August 9, 2016 Regular

Prepared Minutes and completed action on minutes

Met with One America for the year end plan review on the Gerrish Township Retirement Accounts

Appeared at the Roscommon County Circuit Court for the status conference on Case No: 15-722435-CH...Hardwick Trust

Attended the Roscommon County Election Inspector Training July 18th, 19th and 20th.

Attended and provided documents for the Gerrish Township Audit held July 25th and 26th

Prepared for and held the August 2nd Primary Election

Accounts Payable, Payroll and General Ledger Accounting

Beginning Preparation for the upcoming Insurance Audit