



Village Of Lawrence
157 N. Paw Paw
P.O. Box 217
Lawrence Michigan 49064
(269) 674-8161 • Fax (269) 674-3004

**Administrative Committee
Meeting Agenda**

July 19, 2011

Open Meeting at 7:00 PM.

Present: Webster, Nower, Alburtus, Ludwig

Absent: Utter, Schaut

Nower motioned to approve minutes from the June meeting, supported by Alburtus.

Old Business

None

New Business

1. Bank Reconciliations update – June

Completed, no issues to report.

2. Treasurer report – update

\$7,769.73 collected as of 07/15/11 in 2011 revenue.

3. Village Website Review

Review completed, payment approved.

**Committee recommends that Council approve addition of Gallery page to site, an additional cost of approximately \$60.00.*

4. Village Personnel Policy Review

Committee will review policy and report back at August meeting.

Discuss topics/concerns/ suggestions from each of the committee members.

None.

Field Questions and/or concerns from the public.

None.

Meeting adjournment at 8:20 p.m.