

# 2024-02-13 Meeting Minutes

## Attending

- Robert Heller, Chair
- Beth Lewand
- Jesse Eisenheim

## Announcements

Training sessions (Robert) with the Town Clerk, WRATS Supervisor, and Assistant Town Coordinator went well. Robert will meet again with the Town Clerk on Saturday to go over some fine points.

## Minutes

Jesse moved to approve the January 16 minutes, Beth seconded, and the minutes were approved unanimously.

## Town Clerk will be taking over Meeting Postings

Robert reported that the Town Clerk wants to take over the process of Meeting Postings, because since she is legally responsible for all meeting postings she wants to be sure the postings are properly done to satisfy state law.

## Maintenance Workflow

No problems reported.

## Items not reasonably anticipated 48 hours in advance

None

## Schedule next meeting

We decided to go for a 3-month meeting cycle and scheduled the next meeting for May 14, 2024.