

**BOARD OF CIVIL AUTHORITY MEETING MINUTES
MONDAY, OCTOBER 16, 2023**

1. Call meeting to order at 7:47 pm by Betty Ritter, Treasurer
2. Approve Agenda – A motion was made by Roman with a second by Skip. There were no additions or changes to the agenda. Motion carried.
3. Election of Officers – Betty then asked for nominations for the position of chair and vice chair. RD nominated Sue for the Chair and Judy for the Vice Chair with a second by Cedric. There were no other nominations. Motion carried. Sue then took over the
4. Review Registered Voters Checklist – the current checklist was passed out to the members and it was reviewed. The checklist was marked and challenge letters will be sent out.
5. Tentative Approval for Location of Town Meeting in March – Betty proposed that we continue to have the Town Meeting, which will be held on Tuesday, March 5, 2023 in the auditorium. A motion was made by Roman with a second by Judy. Motion carried.
6. Other Business – there was no other business.
7. Adjourn – a motion was made by Fred with a second by Skip. Motion carried. We adjourned at 8:15 p.m.

Respectfully submitted,
Betty Ritter, Member and Treasurer/Clerk