

**DELHI CHARTER TOWNSHIP  
MINUTES OF SPECIAL MEETING HELD ON APRIL 12, 2021**

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The Delhi Charter Township Board of Trustees met in a special meeting on Monday, April 12, 2021 at the Sam Corey Senior Center, 2108 Cedar Street Holt, Michigan. Supervisor Hayhoe called the meeting to order at 6:10 p.m.

**ROLL CALL**

Members Present: Supervisor John Hayhoe, Clerk Evan Hope, Treasurer Tom Lenard, Trustees Pat Brown, Matt Lincoln, TyJuan Thirdgill, DiAnne Warfield

Members Absent: None

The Board members held discussion that focused on the following questions regarding expectations. Lewis G. Bender, Ph.D. facilitated this discussion.

**1) What should be expected of the Supervisor?**

Be the public face of the community	Appointments
Facilitate meetings	Run effective meetings
Problem sounding – Board	Good relater of information
Represent the Township	Support Board decisions
Advocate	Respect
Cheerleader	Honesty
Commitment	No surprises

**2) What should be expected by the Clerk?**

Transparency	Oaths of office
Communication	Support Board decisions
Elections	Respect
Marketing	Honesty
Cemetery	No surprises
Minutes	Commitment
Passports	

**3) What should be expected of the Treasurer?**

Balanced budget	Support Board decisions
Bills paid	Respect
Tax collection	Honesty
Wise spending	No surprises
Reporting	Commitment
Planning	Dispersal of funds

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**4) What should be expected of the Trustees?**

Representative	Share our perspective and information
Different perspectives	Support Board decisions
Different ideas	Respect
Trust in each other	Honesty
Do not be blind to ambition	No surprises
Come to meetings prepared, be ready to vote	Commitment
If you have questions, ask prior to meeting	

**5) What should be expected of the Manager?**

Manage the day-to-day operations	Help the Board adhere to the goals
Hiring/firing – Human Resources	Help establish direction
Executes the Township vision	Support Board decisions
Explainer/justifier	Respect
Visionary	Honesty
Run the Township	No surprises
Commitment	

**6) What do we need to do differently to be more effective?**

Improved communication and collaboration	Discuss at Community of the Whole
Positivity	Revisit goals and progress more often
Briefings by Department	Community awareness
Encourage community engagement	Joint Board meetings
Continuously getting better about communication	

**Suggested next steps.**

The Supervisor and Board should periodically review and discuss these expectations to determine that everyone is living up to what they agreed to do.

Resume in-person Department Head meetings, as soon as feasible.

Consider resuming Committee of the Whole discussions on important topics facing the Board.

Decisions regarding “Projects” are decided by the Board – not individual trustees.

Inform the public about Board rules at the meetings. Either/and with a written handout available or the Supervisor’s opening comments.

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**COMMENTS FROM THE PUBLIC** – None

**ADJOURNMENT**

Meeting adjourned at 9:05 p.m.

Date: April 20, 2021

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Evan Hope, Township Clerk

Date: April 20, 2021

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John Hayhoe, Supervisor

/am