

**OLIVE TOWNSHIP
SYNOPSIS OF MINUTES**

The Olive Township Board of Trustees met in Special Session Friday, May 14, 2004 for the purpose of reviewing applications and to hire a person for the Administrative Assistant position. Supervisor, Arlan B. Meekhof called the meeting to order at 7:30 a.m.

- 1) Members present: Arlan B. Meekhof, Supervisor; Beverly Jaarsma, Clerk; Randy Vander Zwaag, Treasure; Terry Hossink and Todd Wolters, Trustees.
- 2) Following reviewing applications.
- 3) A motion was made by Randy Vander Zwaag, supported by Terry Hossink to offer the position to Geraldine Oosting, with work date beginning Tuesday, May 18th. Motion Carried.
- 4) A motion was made by Jaarsma, supported by Hossink to offer the position to Linda Giordano in the effect that Geraldine Oosting declines the offer. Motion Carried.
- 5) A motion was made by Wolters, supported by Vander Zwaag to adjourn at 7:45 a.m.

**A copy of the full minutes is available at the township office.

Respectfully Submitted by

Beverly Jaarsma, Clerk of Olive Township