



## **GERRISH TOWNSHIP**

***Kathleen Patchin, Clerk***

2997 E. Higgins Lake Drive

Roscommon, MI 48653

(989) 821-9313 (telephone)

(989) 821-8627 (fax)

### **Clerk Patchin Report June 2015**

Attended and prepared for the following meetings:

May 19<sup>th</sup> Special meeting at 1:00 pm

May 19<sup>th</sup> Special Meeting with Gerrish and Lyon Township

Minutes and action on minutes

AP's and Payroll processing

General ledger accounting

Met with RCRC for 2015-2016 proposed road projects

Attended the MTA Conference in West Branch on May 14<sup>th</sup>.

Announcement of the new Deputy Clerk: Kristen Carmany

Working with and training Kristen