

Canteen Township Emergency Meeting Minutes

January 26, 2023

6:00 p.m.

1. Call to Order: 6:10

2. Roll Call

- | | | | |
|----------------------|---------|-----------------------|---------|
| a. Angie Rodgers | Present | d. Nicholas Allen | Present |
| b. Sally Rodriguez | Present | e. Norman Miller, Jr. | Absent |
| c. Cynthia Gutierrez | Present | | |

(4) Present (1) Absent Quorum

3. Motion by Angie Rodgers to appoint Sally Rodriguez as acting Supervisor ProTeam

2nd Nicholas Allen

a. Roll Call

- | | | | |
|-----------------------|-----|-----------------------|--------|
| i. Angie Rodgers | Yes | iv. Nicholas Allen | Yes |
| ii. Sally Rodriguez | Yes | v. Norman Miller, Jr. | Absent |
| iii. Cynthia Guterrez | Yes | | |

(4) Yes (1) Absent Passed

4. Approval of Juan Mena to do W-2's for Township Employees

a. Motion to Approve Bills Angie Rodgers

Roll Call

- | | | | |
|------------------------|-----|-----------------------|--------|
| i. Angie Rodgers | Yes | iv. Nicholas Allen | Yes |
| ii. Sally Rodriguez | Yes | v. Norman Miller, Jr. | Absent |
| iii. Cynthia Gutierrez | Yes | | |

(4) Yes (1) Absent Passed

5. Approval of Payment to Juan Mena

Motion to Approve payment for amount of \$200.00 shown on Invoice #1880

Angie Rodgers

2nd Cynthia Gutierrez

Roll Call

- | | | | |
|------------------------|-----|-----------------------|--------|
| i. Angie Rodgers | Yes | iv. Nicholas Allen | Yes |
| ii. Sally Rodriguez | Yes | v. Norman Miller, Jr. | Absent |
| iii. Cynthia Gutierrez | Yes | | |

(4) Yes (1) Absent Passed

6. Approval of Passwords to Township Computer, Quickbooks, Username and Password for Illinois Tax

Motion Angie Rodgers

2nd

Roll Call

| | | | |
|------------------------|---------|-----------------------|--------|
| i. Angie Rodgers | Yes | iv. Nicholas Allen | Yes |
| ii. Sally Rodriguez | Yes | v. Norman Miller, Jr. | Absent |
| iii. Cynthia Gutierrez | Yes | | |
| | (4) Yes | (1) Absent | Passed |

7. Adjournment

Motion to Adjourn Angie Rodgers at 6:15

2nd Nicholas Allen

Roll Call

| | | | |
|------------------------|---------|-----------------------|------------------|
| i. Angie Rodgers | Yes | iv. Nicholas Allen | Yes |
| ii. Sally Rodriguez | Yes | v. Norman Miller, Jr. | Absent |
| iii. Cynthia Gutierrez | Yes | | |
| | (4) Yes | (1) Absent | Adjourned 6:15pm |

Notes: Mr. Juan Mena set up a meeting for Monday January 30, 2023 at 9:00 to go into Canteen Township to start on the W-2's. The Trustees requested that their W-2s are to stay at the Township until they pick them up or until the next meeting.

Submitted by
 Kawaii Williams
 Township Clerk
Kawaii Williams