

**VILLAGE OF INNSBROOK  
BOARD OF TRUSTEES MEETING  
REGULAR MEETING MINUTES  
Village of Innsbrook Hall  
13600 State Highway M, Innsbrook, MO 63390  
Tuesday, August 12, 2025, 5:00 PM (CST)**

Chairman Bowers called the meeting to order at 5:00 pm and asked the body to stand for the Pledge of Allegiance. She then called for the Village Clerk, Karen Denson, to do a roll call to establish a quorum. Members present were:

Trustee Buschman – present  
Trustee Caton - present  
Trustee Jensen - present  
Trustee West – present  
Chairman Bowers - present

Also, present were Allen Huddleston, Chairman of P & Z, Brad Pryor, Village Attorney, Jack Underwood, Carol & Mark Graham, Dan & Pat Reuter, Robert Buescher.

Chairman Bowers called for a motion to approve the consent agenda consisting of the agenda, prior meeting minutes, and financial reports. Trustee Jensen asked that Sales Tax be added to the agenda. Trustee Caton had updates to the minutes. Upon a motion by Trustee Buschman to approve the consent agenda and changes to the July 8 and July 23 minutes, and a second by Trustee Caton, the motion was approved and the following were unanimously approved. The motion passed 5-0.

Chairman Bowers called for Public Comments. The Village Clerk stated that she received a form from Dan Reuter.

Dan Reuter spoke regarding the new Village Hall and its completion. Complimenting the Board of Trustees.

Chairman Bowers spoke on the Chairman's Report and gave a special thank you to all the folks that worked on the Village Hall project.

Chairman Bowers spoke in regards to Zoom meeting and asked for discussions. Chairman Bowers called for a motion to keep or stop the Zoom video. Trustee Caton made a motion to keep using Zoom for the Board of Trustee and P & Z meetings with a second by Trustee Buschman. The motion was approved.

Trustee Buschman – Yes  
Trustee Caton - Yes  
Trustee Jensen - Yes  
Trustee West - Yes  
Chairman Bowers – Yes

Chairman Bowers spoke in regards to the Village Hall regarding the cost summary.

Chairman Bowers spoke in regards to the Village Hall hours and asked for discussion. It was decided to keep the hours and revisit in the Spring.

Chairman Bowers spoke in regards to RFP for the Security System and Landscaping. Trustee Buschman and Trustee Caton will form a committee for the Security System. Trustee Jensen and Trustee West will form a committee for the Landscaping. Chairman Bowers asked the Security RFP be returned by August 27, 2025 and the Landscaping RFP be returned by 9/2/2025.

Chairman Bowers asked for the Secretary/Treasurer's Report. Trustee Buschman updated the Board on the new payroll system transition.

Chairman Bowers asked for the Clerk's report. Karen Denson, Village Clerk, provided the monthly Clerk's report with summary in the packet. Trustee Jensen asked for a dollar amount to be included on the monthly report for licenses and permits.

Per Chairman Bowers request, Planning & Zoning Chairman Huddleston stated no meeting was held in August. Chairman Huddleston asked that the Board attend the September 3, P & Z meeting.

Chairman Bowers asked for Trustee Jensen questions regarding sales tax. Trustee West gave an overview of the sales tax. Chairman Bowers stated that an audit is being conducted to be completed in December 2025.

Chairman Bowers called for a motion to read by title only twice Bill 378, Contract for Village Planner. Upon a motion by Trustee Jensen and a second by Trustee West. The motion was passed. Chairman Bowers called for discussion. The contract needs to be updated with the new Village Hall address. Chairman Bowers called for a roll call vote. The motion was passed.

Trustee Buschman – Yes  
Trustee Caton - No  
Trustee Jensen - Yes  
Trustee West - Yes  
Chairman Bowers - Yes

Chairman Bowers called for discussion and an update from the Brad Pryor, Village Attorney on the CDC Dissolution. Chairman Bowers called for a motion to keep or dissolve the CDC. Upon a motion by Trustee Caton and a second by Trustee West, the motion was approved to dissolve the CDC. Brad Pryor was instructed to proceed in getting documents completed for dissolution. The motion passed 5-0.

Chairman Bowers called for a motion to discuss Resolution R25-93, Designated Holidays. Upon a motion by Trustee Buschman and seconded by Trustee Jensen Resolution R25-93 was discussed. Following discussion, Chairman Bowers called for a motion to approve Resolution R25-93. Trustee West made a motion to approve Resolution R25-93. There was no second to this motion. Upon a motion by Trustee Caton and a second by Trustee Buschman, consideration of Resolution R25-93 was postponed to the September meeting. The motion passed 4-1.

Chairman Bowers called for a motion to read by title only twice Bill 381, Surplus Property. Upon a motion by Trustee Caton and a second by Trustee West. The motion was passed. Chairman Bowers called for discussion. Chairman Bowers called for a motion to approve Bill 381, Surplus Property. Upon a motion by Trustee Jensen and seconded by Trustee Caton. The motion was passed.

Trustee Buschman – Yes  
Trustee Caton - Yes  
Trustee Jensen - Yes  
Trustee West - Yes  
Chairman Bowers - Yes

Chairman Bowers asked for Board of Trustee Announcements. Trustee Caton spoke about the Special Meeting/Public Meeting on August 26 at 5:00 pm for the tax rate. Trustee Buschman spoke on the QuickBooks Budgeting feature. Trustee Caton inquired about changing the day and time of future the Board of Trustee meetings.

Chairman Bowers asked for a motion to go into Executive Session, Legal 610.021.1. Upon a motion by Trustee Jensen and seconded by Trustee Buschman. The motion was passed.

Trustee Buschman – Yes  
Trustee Caton - Yes  
Trustee Jensen - Yes  
Trustee West - Yes  
Chairman Bowers – Yes

Chairman Bowers asked for a motion to close the Executive Session, Legal 610.021.1. Upon a motion by Trustee Jensen and seconded by Trustee West. The motion was passed

Trustee Buschman – Yes

Trustee Caton - Yes

Trustee Jensen - Yes

Trustee West - Yes

Chairman Bowers – Yes

Chairman Bowers called for a motion for adjournment. Upon a motion by Trustee Jensen and a second by Trustee Buschman, the motion passed 5-0 and the meeting was adjourned at 7:30 pm.

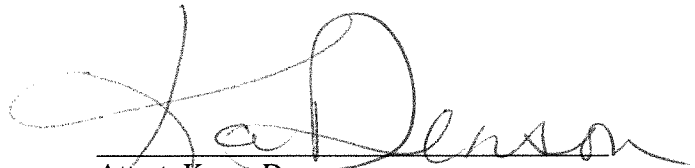
I hereby certify that these are the original minutes of the regular meeting of the Board of Trustees held on August 12, 2025.

Karen Denson, Village Clerk

Date Minutes Approved: 9-9-25



Cynthia Bowers, Chairman  
Village of Innsbrook Board of Trustees



Attest: Karen Denson  
Village Clerk