



**VILLAGE OF INNSBROOK
BOARD OF TRUSTEES
SPECIAL MEETING MINUTES**
Innsbrook Village Hall
1835 Highway F, Innsbrook, MO 63390
Wednesday, May 24, 2023, 1:00 PM

AGENDA

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) APPROVAL OF AGENDA
- 4) UNFINISHED BUSINESS:
 - a. Trustee Vacancy Appointments
 - b. Review Village Attorney Service Agreement
 - c. Review Village Administrator/Clerk Employment Agreement
 - d. Finalize Draft of 2023-2024 Fiscal Year Budget
- 5) ADJOURNMENT

MINUTES

The Wednesday, May 24, 2023 special meeting of the Innsbrook Board of Trustees was held and called to order at 1:00 PM (CST) with Chairman Reuter presiding.

Upon roll call, Trustees Cynthia Cook, Dan Reuter and Donna West were present. Others in attendance included Village Administrator/Clerk - Carla Ayala.

ADOPTION OF AGENDA

Motioned by Trustee West, seconded by Trustee Cook, to approve the agenda. All Trustees present voted "Yea". Motion passed and approved with a 3 "Yea", 0 "Nay", 0 Abstain vote.

UNFINISHED BUSINESS:

- a. Trustee Vacancy Appointments - Prior to the meeting the Board of Trustees conducted interviews on Tuesday, May 9, 2023 with Virgal Woolfolk, Jay Lutz, John Simon and Mike Lyles. Due to two vacancies on the Board of Trustees left by Mike Wally and Ted Sator, two residents shall be appointed as Trustee to the remainder of the terms, which expire in April 2024 and April 2025. Chairman Reuter asked the Trustees for nominations. Motioned by Trustee Cook, seconded by Trustee West to appoint Mike Lyles to the Trustee vacancy for the one year term expiring at the April 2024 general election, and to appoint John Simon to the Trustee vacancy for the two year term expiring at the April 2025 general election. By roll call vote, Trustee Cook - "Yea", Trustee Reuter - Abstain, Trustee West - "Yea". With a 2 "Yea", 0 "Nay", 1 Abstain vote, motion passed and approved. Village Administrator, Carla Ayala, will contact Mike Lyles and John Simon to swear them in office prior to the June meeting.
- b. Review Village Attorney Service Agreement - The Trustees reviewed and nothing was discussed.
- c. Review Village Administrator/Clerk Employment Agreement - The Trustees reviewed and Chairman Reuter stated that he still has concerns with the "30 day written notice" in the agreement. He feels like it should be a longer duration upon termination of employment. Nothing more was discussed.
- d. Finalize Draft of 2023-2024 Fiscal Year Budget - A discussion was held finalizing the 2023-2024 fiscal year budget.

ADJOURNMENT

Motioned by Trustee Cook, seconded by Trustee West, to adjourn the special meeting. All Trustee's present voted "Aye". Motion passed with a 3-0 vote. Meeting adjourned at 1:59 PM.

I hereby certify that these are the original minutes of the special meeting of the Board of Trustees held on Wednesday, May 24, 2023.

Carla Ayala, Village Administrator/Clerk

Date Minutes Approved: 06/13/2023

Donna West
Donna West,
Village Board Clerk

Carla Ayala
Attest: Carla Ayala,
Village Administrator/Clerk

(seal)

