

City of Charlevoix
Board of Review Regular Meeting minutes
Tuesday, July 19, 2022 - 11:30 AM
2nd Floor Conference Room, 210 State Street, Charlevoix, MI

1. Call to Order

Chair Timms called the meeting to order at 11:30 a.m.

2. Roll Call

Members Present: Brenda Bryan, Francis Flanders, Robert Timms

Members Absent: Aaron Hagen, Janet Kalbfell

City Assessor Joe Lavender

City Clerk: Sarah J. Dvoracek

3. New Business

A. Petitions

Assessor Lavender provided the Board with the required signed documents from the owner to receive a Disabled Veteran's Exemption.

The board approved and signed the petition.

4. Public Comment

5. Approval of Minutes

A. Motion to appoint the Chair to approve the minutes, according to *Roberts Rules of Order, Newly Revised, 10th Edition*.

Motion by Flanders, seconded by Bryan to appoint the Chair to approve the minutes, according to Roberts Rules of Order, Newly Revised, 10th Edition.

Motion carried by unanimous voice vote.

6. Adjournment

The meeting was adjourned at 11:41 am.

Sarah J. Dvoracek, Clerk

Robert Timms, Chair