

Repeat above for any subsequently reported items, motions, and votes.

Report of the Financial Analyst

(If the item does not have a motion attached): Financial Analyst _____ discussed _____
_____. Discussion followed.

If necessary, briefly detail any important discussion topics.

(If a motion is attached): Financial Analyst _____ discussed _____. MOTION by _____,
seconded by _____, to _____.

If necessary, briefly detail any important discussion topics.

VOTE ON MOTION ___ Ayes (list the ayes), ___ Nays (list the nays).

Repeat above for any subsequently reported items, motions, and votes.

Other Business

ITEM TOPIC

(If the item does not have a motion attached): _____ discussed _____. Discussion
followed.

If necessary, briefly detail any important discussion topics.

(If a motion is attached): _____ discussed _____. MOTION by _____,
seconded by _____, to _____.

If necessary, briefly detail any important discussion topics.

VOTE ON MOTION ___ Ayes (list the ayes), ___ Nays (list the nays).

Updates to the Board

GROUP NAME

(If the item does not have a motion attached): _____ discussed _____. Discussion
followed.

If necessary, briefly detail any important discussion topics.

(If a motion is attached): _____ discussed _____. MOTION by _____,
seconded by _____, to _____.

If necessary, briefly detail any important discussion topics.

VOTE ON MOTION ___ Ayes (list the ayes), ___ Nays (list the nays).

Public Comment Period

List name and affiliation (if offered) of anyone providing comment. If necessary, briefly detail any
important discussion topics.

MOTION by _____, seconded by _____, to adjourn.

VOTE ON MOTION ___ Ayes (list the ayes), ___ Nays (list the nays).

The Board of Corrections adjourned at _____ pm.

MINUTES APPROVED BY THE BOARD on _____, _____.

Mark Westrum, Chair

Ryan Thornell, Executive Director