

**Park District of Ottawa County
Board of Park Commissioners
Resolution 2022-11
Personnel Manual**

WHEREAS, the Park District of Ottawa County Board of Park Commissioners employs personnel to carry out the functions of the District, and

WHEREAS, these employees require employment policies in place in order to facilitate employment responsibilities,

NOW THEREFORE BE IT RESOLVED, that the Park District of Ottawa County Personnel Manual has been formally reviewed by the Board of Park Commissioners, and

BE IT FURTHER RESOLVED, the Board of Park Commissioners approves the policies within the Personnel Manual, and

BE IT FURTHER RESOLVED, that a digital copy of Personnel Manual has been provided to each Board Member and a paper copy will be provided upon request. A copy of the Personnel Manual will be available in the Park District office for inspection, and

BE IT FURTHER RESOLVED, that the Personnel Manual will be formally reviewed and updated every two years, and

BE IT FURTHER RESOLVED, that the Board may approve policy modifications to the Personnel Manual as needed, and

BE IT FURTHER RESOLVED, that it is found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were so adopted in an open meeting of this Board, and that all deliberations of this Board, and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

This resolution was passed on June 7th, 2022 with 4 votes for passage and 0 votes against passage as indicated below.

Gary Kohli

Mike Shadoan

Judy Indorf

Jack Madison

6/7/22

6/7/22

June 7, 2022

6-7-2022

ATTEST: I hereby affirm that this is an accurate record of actions taken by this Board at their June 7th, 2022 meeting.

Mannah Wilson, Director-Secretary

6/7/22
Date