



**MEMORANDUM**

**FROM:** Deanne Curelo, Deputy Clerk  
**DATE:** August 19, 2020  
**SUBJECT:** Audio Recording of August 18, 2020 Village Board and Committee of the Whole Meeting

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On today's date it was discovered that the device used to record the village board meetings, malfunctioned and did not capture either the Village Board or Committee of the Whole meetings of August 18, 2020. The only record of the meeting are the written minutes of Village Clerk, Jody Conidi.