**LAYTONSVILLE BOARD OF APPEALS**

**MEETING MINUTES**

**March 2, 2020 – 7:30 p.m.**

**Roll Call**

A meeting of the Laytonsville Board of Appeals was called to order by Chair Cecere at 7:30 p.m. Board Members Foster, Kerns, and Ryan were present.

**Minutes**

The minutes for the Board of Appeals Meeting of February 3, 2020, were submitted for approval. Chair Cecere made some additions and revisions to the minutes. Chair Cecere asked for a motion to accept the revised minutes. Member Foster presented a motion to approve the minutes, which was seconded by Member Ryan. Motion passed unanimously.

**Old Business**

None.

**New Business**

Procedures regarding the meeting’s agenda items and frequency of meetings was discussed.

**Adjourn**

There being no further business, Member Foster made a motion to end the meeting, which was seconded by Member Ryan. Motion passed unanimously. The meeting adjourned at 7:24 p.m. The next Board meeting will be held on April 6, 2020, at 7:30 p.m..

Respectively Submitted,

Nadine Tarwater