

POLICY AND PROCEDURES COMMITTEE

Meeting opened at 4:00 P.M January 26, 2011 at the boardroom of Isabella Bank & Trust.

Present: Sherri Gilbert, Bonnie Clark, Joe Spedowski, Dave Hamelund & Joanne Brown.

Absent: Maxine McClelland

Also in attendance: Joanne Emmons.

Discussions began with Section 5 PAYROLL and continued through TIME SHEETS.

Next meeting will begin with Section 5 PAYROLL CHANGES.

Meeting dates were scheduled as:

February 9, 2011

February 16, 2011

March 2, 2011

at 4:00 P.M. Isabella Bank & Trust board room.

Meeting adjourned 6:05 P.M.

Respectfully submitted

Joanne Brown