



**SUGARCREEK TOWNSHIP
RESOLUTION NO. 2022.04.18.02**

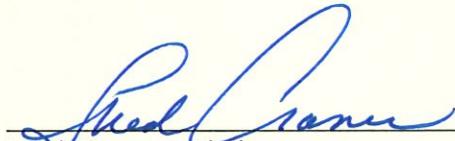
IN RE: Resignation of Administration Department Staff – Courtney Shuttleworth

WHEREAS, Full-time Administrative Receptionist, Courtney Shuttleworth has indicated her desire to resign from the Sugar Creek Township Administration Department; and,

WHEREAS, Miss Shuttleworth was hired as a member of the Sugar Creek Township Administration Department on April 10, 2018; and,

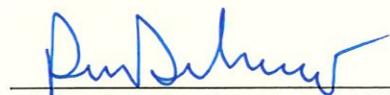
WHEREAS, Township Administrator Barry Tiffany recommends we accept the resignation of Courtney Shuttleworth.

NOW THEREFORE, BE IT RESOLVED that the Board of Sugar Creek Township Trustees officially accept the resignation of Courtney Shuttleworth effective April 29, 2022.


Fred Cramer, Chairperson


Carolyn L. Destefani, Vice Chairperson


Marvin Moeller, Trustee


Richard J. Demko, Fiscal Officer

April 15th, 2022

Barry Tiffany,

I, Courtney Shuttleworth am hereby turning in my resignation to Sugarcreek Township, my last day of work will be **Friday April 29th, 2022**. I am so thankful for the opportunity to work with all of you for the past 4 years! I appreciate everything that I have been taught and will carry the experiences I have gained with me into my next career path. You all have taught me lessons in my professional career and in life that I will truly carry with me for the rest of my life. Over the past 4 years I have developed my professional self with the projects and tasks you all have trusted me with. From taking over the Farmers' Market, to helping plan events like the GCTA Christmas party and the Community Cleanup Day, to making sure our Minutes and website are updated and accurate. I feel I am leaving Sugarcreek Township well rounded, and full of experiences that will help me in these next steps.

Thank you,

Courtney Shuttleworth.

A handwritten signature in black ink that reads "Courtney Shuttleworth". The signature is written in a cursive, flowing style with a long horizontal line extending from the end of the name.