

## NOTICE OF MEETING

### SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

#### ADMINISTRATIVE COMMITTEE

DATE: Thursday, May 18, 2017

TIME: 1:30 p.m.

PLACE: SEWRPC Office Building  
Commissioners' Conference Room  
W239 N1812 Rockwood Drive  
Waukesha, Wisconsin 53187  
(262) 547-6721

#### AGENDA:

1. Roll call
2. Approval of minutes of meeting of April 20, 2017 (copy enclosed)  
Motion required
3. Presentation of 2016 Commission Audit Report (copy to be provided)  
Motion required
4. Approval of disbursements for the following financial reporting periods (copies to be emailed)
  - a. 2017 reporting period No. 8, April 3, 2017 to April 16, 2017
  - b. 2017 reporting period No. 9, April 17, 2017 to April 30, 2017  
Motion required after each report
5. Review of Statement of Revenues and Expenditures for the period ending April 30, 2017 (copy to be emailed)  
Motion required
6. Consideration of budget assumptions for 2018 (copy to be provided)  
Motion required
7. Report on staff compensation  
Motion required
8. Report on business insurance  
Motion required
9. Correspondence and announcements
10. Adjournment  
Motion required

James T. Dwyer  
Chairman

JTD/MGH/EAL/dd  
AdminMay17Agd (#237145)

Enclosures