

## NOTICE OF MEETING

### SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

#### ADMINISTRATIVE COMMITTEE

DATE: Thursday, November 17, 2011

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 October 20, 2011 (copy enclosed)
3. Approval of disbursements for the following financial reporting periods (copies to be emailed)
  - a. 2011 reporting period No. 22, October 9 to October 23, 2011
  - b. 2011 reporting period No. 23, October 24 to November 6, 2011
4. Review of Statement of Revenues and Expenditures for the period ending November 6, 2011 (copy to be emailed)
5. Report on enrollment in 2012 group medical insurance program
6. Correspondence and announcements
7. Adjournment

Adelene Greene  
Chair

KRY/AG/dad  
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Enclosure