

## NOTICE OF MEETING

### SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

#### ADMINISTRATIVE COMMITTEE

DATE: Thursday, June 28, 2012

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 May 17, 2012 (copy enclosed)
3. Presentation of 2011 Audit Report (copy to be provided)
4. Approval of disbursements for the following financial reporting periods (copies to be emailed)
  - a. 2012 reporting period No. 11, May 7, to May 20, 2012
  - b. 2012 reporting period No. 12, May 21 to June 3, 2012
  - c. 2012 reporting period No. 13, June 4 to June 17, 2012
5. Review of Statement of Revenues and Expenditures for the period ending June 17, 2012 (copy to be emailed)
6. Consideration of business insurance renewal
7. Report on salary adjustments
8. Correspondence and announcements
9. Adjournment

Adelene Greene  
Chair

KRY/AG/dad  
AdminJun12Agd (#204592)

Enclosure