

**SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION**  
**NOTICE OF MEETING**  
**ADMINISTRATIVE COMMITTEE**

DATE: Thursday, October 19, 2023

TIME: 1:30 p.m.

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

This meeting of the Administrative Committee is also accessible from your computer, tablet, or smartphone at <https://meet.goto.com/SEWRPC/admin-exec-oct-2023>. You can also call in by dialing (872) 240-3212, using the access code 665-538-461#, and pressing # again when prompted.

AGENDA:

1. Roll call
2. Consideration of minutes of the August 17, 2023, meeting (copy enclosed)
3. Consideration of disbursements for the following financial reporting periods
  - a. 2023 reporting period No. 17, July 31, 2023, to August 13, 2023 (copy enclosed)
  - b. 2023 reporting period No. 18, August 14, 2023, to August 27, 2023 (copy enclosed)
  - c. 2023 reporting period No. 19, August 28, 2023, to September 10, 2023 (copy enclosed)
  - d. 2023 reporting period No. 20, September 11, 2023, to September 24, 2023 (copy enclosed)
4. Review and consideration of Statement of Revenues and Expenditures for the period ending September 24, 2023 (copy enclosed)
5. Report on 2024 Commission Health Insurance (copy enclosed)
6. Review and consideration of purchase of new office copiers
7. Review and consideration of purchase of new telephone system
8. Correspondence and announcements
9. Adjournment

James T. Dwyer  
Chairman

Enclosures

JTD/SRH/BRM/EAL  
Admin October 2023 Agenda # 270396