

NOTICE OF MEETING

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

ADMINISTRATIVE COMMITTEE

DATE: Thursday, May 28, 2009

TIME: 1:30 p.m.

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

AGENDA:

1. Roll call
2. Approval of minutes of meeting of April 23, 2009 (copy enclosed)
3. Approval of disbursements for the following financial reporting periods (copies to be emailed)
 - a. 2009 reporting period No. 9, April 13 to April 26
 - b. 2009 reporting period No. 10, April 27 to May 10
4. Review of Statement of Revenues and Expenditures for the period ending May 10, 2009 (copy to be emailed)
5. Selection of auditor for calendar year 2009 (copy of staff recommendation enclosed)
6. Consideration of budget assumptions for 2010 (copy to be emailed)
7. Discussion of Commission business insurance coverage
8. Consideration of website update
9. Correspondence/Announcements
10. Adjournment

Adelene Greene
Chair