



Legislation Text

File #: EDA M2020-004, **Version:** 1

DATE: January 23, 2020

TO: Members of the Economic Development Authority

FROM: Nate Carlson, Economic Development Coordinator

2020 Economic Development Authority Meeting Schedule

SUMMARY AND ACTION REQUESTED:

The proposed meeting dates are scheduled for 7:30 a.m. on the fourth Thursday of each month. Please review the proposed schedule and make any desired changes. A motion to approve the 2020 meeting schedule will formalize the EDA regular meeting schedule.

BACKGROUND:

Article III of the EDA Bylaws states that the Board shall hold regular meetings according to a meeting schedule adopted or revised from time to time by the Board. Board members should also review the dates for the November and December meeting dates, as those dates are one week earlier due to the Thanksgiving and Christmas holiday schedule.

In addition to regular meetings, a special meeting of the Board may be called by the President or any two (2) members of the Board for the purpose of transacting business designated in the call. Public written notice of a special EDA meeting must be posted a minimum of three (3) business days prior to the meeting.

If members of the EDA would like to schedule a retreat in 2020 it can be added to the regular meeting schedule as well. Other than the EDA Strategic Planning work session, the last EDA retreat was held at the Library in October 2018. If a retreat is desired, staff recommends a date in September or October to review the EDA Work Plan and discuss future initiatives.

RECOMMENDATION:

Approve the meeting dates for 2020 with the addition of an EDA work retreat (if desired).