



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting
Wednesday, November 6, 2024

Agenda Item

Item 7. D. – Set 2025 Meeting Schedule

Prepared By

Linda Loomis, Administrator

Summary

Every year the Board of Managers sets its meeting schedule for the following year. In addition, the Board should consider setting a date for committee meetings

Dates for regular meetings in 2025 are:

- Wednesday, January 15, 2025
- Wednesday, February 19, 2025
- Wednesday, March 19, 2025
- Wednesday, April 16, 2025
- Wednesday, May 21, 2025
- Wednesday, June 18, 2025
- Wednesday, July 16, 2025
- Wednesday, August 20, 2025
- Wednesday, September 17, 2025
- Wednesday, October 15, 2025
- Wednesday, November 19, 2025
- Wednesday December 17, 2025

Managers should check their schedules to see if there are any known conflicts that preclude them from being able to attend a meeting either in person or remotely. I have checked the federal holiday calendar and none of these dates fall on a federal holiday.

Personnel Committee meetings

When the Board set up standing committees, it was discussed to hold the Personnel Committee meeting on the first Wednesday of the month. The dates for Personnel Committee meetings would fall on the following dates:

- Wednesday, January 1, 2025
- Wednesday, February 5, 2025
- Wednesday, March 5, 2025
- Wednesday, April 2, 2025
- Wednesday, May 7, 2025
- Wednesday, June 4, 2025
- Wednesday, July 2, 2025
- Wednesday, August 6, 2025
- Wednesday, September 3, 2025
- Wednesday, October 1, 2025
- Wednesday, November 5, 2025
- Wednesday December 3, 2025

Since January 1st is New Year's Day and July 2nd, falls on the week of the Fourth of July, I would recommend cancelling meetings those months.

Finance committee meetings

At the October Board of Managers meeting, it was recommended that the Finance Committee set up regular meetings on the second Wednesday of the month. Those meetings days would fall on the following days:

- Wednesday, January 8, 2025
- Wednesday, February 12, 2025
- Wednesday, March 12, 2025
- Wednesday, April, 9. 2025
- Wednesday, May 12, 2025
- Wednesday, June 11, 2025
- Wednesday, July 9, 2025
- Wednesday, August 13, 2025
- Wednesday, September 10, 2025
- Wednesday, October 8, 2025
- Wednesday, November 12, 2025
- Wednesday, December 1, 2025

The thought is to schedule meetings and if a meeting is not needed then it will be cancelled. Another alternative would be to schedule a meeting every other month, and hold a committee meeting on the same day, such as the first Wednesday and hold the Personnel Committee meeting one month and the Finance Committee meeting on the alternate month.

Attachments

No attachments

Recommended Action

Determine meeting dates and motion to set 2025 meeting schedule as determined