



## **BOARD ACTION SUMMARY SHEET**

**MEETING DATE:** December 2<sup>nd</sup>, 2024

**TOPIC:** Adopt the 2025 Planning Commission Meeting Schedule

**BACKGROUND INFORMATION:** Pursuant to the Open Meetings Act, public bodies are required to adopt and publish a schedule of their meetings prior to the start of each year. Currently, the Planning Commission meets on the first Monday of each month at 6:30 pm, unless otherwise designated in its meeting schedule.

**RECOMMENDED MOTION:** To adopt the meeting schedule establishing the 2025 Meeting Dates for the Planning Commission for the Village of Lake Orion and to authorize the Clerk to post the schedule pursuant to the Open Meetings Act.