



# Board of Commissioners Meeting Agenda Item Submittal

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Item To Be Considered: **2025 Board of Commissioners Meeting Schedule**

Board Meeting Date: **December 10, 2024**

Prepared By: **Alissa Fender – Town Clerk**

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**Overview:** NCGS 160A-71 provides that the Board establishes a time and place for its regular meetings. The 2025 meeting schedule has been prepared based on the Town’s Administrative Policy 1F which states that the Board of Commissioners meeting dates fall on the 2nd and 4th Tuesday of each month. Once adopted, the meeting schedule will be posted on the bulletin board outside the Administrative Offices at Town Hall and on the Town website.

A meeting scheduled is provided for review. The schedule does not include a meeting on the 2nd Tuesday for October and November due to the date falling near a Town event or a recognized holiday.

**Background Attachment(s):** 2025 Regular Meeting Schedule

**Recommended Action:** Motion to adopt the 2025 Regular Meeting Schedule.

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**Action:** \_\_\_\_\_  
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