



# Board of Commissioners Meeting Agenda Item Submittal

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Item To Be Considered: **2023 Board of Commissioners Meeting Schedule**

Board Meeting Date: **December 12, 2022**

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

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**Overview:** NCGS 160A-71 provides that the Board establish a time and place for its regular meetings. The 2023 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 Monday 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.

Two meeting schedules are provided for review. Schedule A includes all 24 meeting dates based on the Town's Administrative Policy 1F. Schedule B does not include the first meeting in October and the second meeting in December. They are removed from the calendar because they fall close to/or on a Town Event or Holiday.

**Background Attachment(s):** 1 – 2023 Meeting Schedule A  
2 – 2023 Meeting Schedule B

**Recommended Action:** Adopt 2023 meeting schedule A or B

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