
CITY OF ROCHESTER HILLS



Margaret Strate, Recording Secretary

DATE: August 25, 2004

TO: AIS Committee Members

RE: Change of Meeting Time

Discussions were held on May 5th and July 13th by the AIS Committee to determine a new meeting time that would accommodate all participant schedules including the two newly appointed Youth Representative members.

I am providing a proposed resolution that would set the first Tuesday of each month at 4:30 p.m. as the new meeting time. However, further Committee discussion may determine that another time or day is appropriate.

Resolved, that the Administration and Information Services Committee establish their 2004 Meeting Schedule as the First Tuesday of each month at 4:30 p.m., with the understanding that when issues of great importance arise, that are of interest to the residents, the Committee will re-schedule those meetings, as necessary.

Should you have any questions, please feel free to contact me. Thank you.