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COMMUNITY COLLEGE
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OFFICE OF THE PRESIDENT
Dr. Joe Schaffer

MEMORANDUM

To: LCCC Board of Trustees
From: Dr. Joe Schaffer, President
CC: President's Cabinet
Date: December 7, 2016
Subject: Recommendations for Spring 2017 Meeting Dates

I am proposing the following dates for your regular Board of Trustees meetings for the spring of 2017. These dates primarily follow the schedule of holding your regular meetings on the third Wednesday of each month, except for the May and June dates, which are proposed specifically to align with the timeline for the FY18 budget development, review, and approval.

- Wednesday, January 18th
- Wednesday February 15th
- Wednesday, March 15th (Alternative could be March 22nd)
- Wednesday, April 19th
- Wednesday, May 10 (Draft Budget Presented)
- Wednesday, June 28th (Approval of FY18 Budget)

In addition to these meetings, I recommend the Board set a date in January for a retreat/work session that would focus primarily on the Board's orientation/refresher on the College's budget, the Board's governance model and policies, and any other strategic topic you would like to see added (e.g., legislature, facilities, etc.).

This meeting aligns with the Board's past practice of holding a retreat early in the year, as well as providing an opportunity for a deeper orientation for new trustees on two of the major aspects of the Board's role and responsibilities. Of course there is always benefit in reviewing these for continuing trustees as well.