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Tara Reynolds Bales Executive Director

TO: Jerry Gilden

Steve Ewing Jamie Mehaffie Brion Rhodes Kelli Singhaus Mitch Kingsley Doug Post

FROM: Howard Elstro, Chairman

DATE: April 17, 2024

RE: <u>AAC Meeting Notice and Agenda</u>

There will be a meeting of the **Administrative Affairs Committee** of the Lima-Allen County Regional Planning Commission on **Wednesday, April 24, 2024** at **4:00 pm,** in the Conference Room of the Commission office located at 130 West North Street, Lima, Ohio.

The agenda will be as follows:

- 1. Call to Order / Roll Call
- 2. Approval of Agenda
- 3. Approval of AAC Minutes March 20, 2024
- 4. Personnel Update
 - a. Public Outreach and Community Planner
 - b. Proposed Intern Job Description
- 5. Building Update
- 6. Other
- 7. Adjournment

In order to ensure a quorum, please respond to this notice with whether or not you will be in attendance, thank you.