



Governing Board Communication

TO: MERA Governing Board
FROM: Heather Plamondon, Executive Officer
SUBJECT: Confirmation of Governing and Executive Board, Finance Committee and Citizens Oversight Committee Meeting Dates for FY24-25

Recommended Action:

Pursuant to the Ralph M. Brown Act, the following meetings require public posting of date, time and location at least 72 hours before the meeting is held. Staff recommends that the Governing Board confirm meeting dates for the MERA Governing and Executive Boards, and the Citizens Oversight Committee for Fiscal Year 2023-2024. If there is no need for a meeting or unavoidable conflict that would prevent a Quorum, staff will cancel the meetings and provide public notice.

Background:

For the past few years, the frequency of the Governing Board meetings has been monthly due to the need for approvals of expenditures and changes as the Next Gen construction and project progressed. Given the state of the project with the intended transition set to be completed in early October, staff is confident that a bi-monthly schedule for both the Governing Board, alternating with the Executive Board should be sufficient. Special meetings may be called if necessary.

All meetings are held on Wednesdays, in person, proposed as follows:

The Governing Board meets bi-monthly on the Fourth Wednesday of August, October, December, February, April, and May (for Budget Adoption) at 3:30pm, except for December and May (second Wednesday).

The Executive Board meets bi-monthly, **as necessary**, on the second Wednesday of July, September, November, January, and March; also, the first Wednesday in May (due to budget/annual items) at 3:30pm.

The Citizens Oversight Committee meets as required and can set additional meetings if necessary.

The Finance Committee has agreed they prefer to set meetings as necessary and not maintain a set schedule. Any meeting scheduled will be properly noticed in advance.

Governing Board 3:30pm	Executive Board 3:30pm	Citizens Oversight Committee 4:00pm
	July 10, 2024	
August 28, 2024		
	September 11, 2024	
October 25, 2024		



	November 13, 2024	
December 11, 2024		
	January 8, 2025	January 15, 2025
February 26, 2025		
	March 12, 2025 (Budget Rev)	
April 23, 2025 (Budget Rev)		
May 14, 2025 (Budget Adopt)	May 7, 2025	
June 25, 2025		