



# GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Margaret R. Bostelmann, WCPM  
County Clerk

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## *Administrative Committee Meeting Notice*

*Date: November 7, 2011 Time: 4:30 PM*

*Location: Green Lake County Government Center, County Board, Room 0902, Green Lake WI*

### AGENDA

1. Certification of Open Meeting Law
2. Agenda
3. Minutes 9/2/2011
4. Public Comments (3min limit)
5. Appearances
6. Correspondence
7. Voluntary Unpaid Leave Request
8. Reports
  - Treasurer
  - ROD
  - Clerk
9. Purchase Requests
10. Move into Closed Session per ss19.85 (1) (c) Performance Evaluation for County Clerk's, Treasurer's and Register of Deed's staff.
11. Resume Open Session
12. Announce Findings of Closed Session
13. Committee Discussion
  - Future Meeting Dates February 7<sup>th</sup>, 2012
  - Future Agenda Items
14. Adjourn

Kindly arrange to be present, if unable to do so, please notify our office.

Sincerely,  
Margaret R. Bostelmann  
County Clerk

**Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk**