

Commission ACTION:

Approve the recommended meetings dates, duration, and location for the Commission meetings in calendar year 2010.

Meeting Location. Starting in April 2009, the Commission has been meeting in each of the member localities around the watershed to provide an opportunity for the locality to host a field trip of interest to Commission work. In April, the Commission met in Greene County; in July, the Commission met in Fluvanna County. This meeting is in the City of Charlottesville. It is expected that the January 2010 meeting will be at a location in Albemarle County. These meetings have served the role of helping acquaint Commissioners with issues and projects in other locations. However, there is considerable efficiency gained by selecting a regular meeting place.

Recommendation: The Executive Committee recommends that the Commission utilize a standard meeting location somewhere in the Charlottesville-Albemarle area.

Meeting Start Time and Duration. While Commission meetings in 2009 have been generally focused on administrative matters necessitated by launching a new organization, it is planned that this will shift quite a bit in 2010, with more technical presentations for the Commissioners and opportunities to tackle one or more specific topics at each Commission meeting. One two-hour meeting every quarter provides limited interaction between Commissioners. For comparison, the Thomas Jefferson Planning District Commission meetings monthly for at least two and half hours.

The Commission meetings are presently scheduled between 6 p.m. and 8 p.m. While this allows for an early adjournment, it can be challenging to plan around the dinner hour.

Recommendation: The Executive Director recommends that the Commission consider expanding its quarterly meeting to two and a half hours (2.5 hours).

Recommendation: The Executive Director recommends that the Commission consider moving the meeting start time to 6:30 p.m. or 7 p.m.

Possible combinations:

Start	6:00 p.m.	End	8:30 p.m.
Start:	6:30 p.m.	End	9:00 p.m.
Start	7:00 p.m.	End	9:30 p.m.

Meeting Days and Dates. The Commission has been meeting on the third or fourth Thursday of the months of January, April, July or August, and October. It is appropriate to set meeting dates for 2010 (and possibly 2011).

The Executive Committee plans to have one scheduled meeting between full Commission meetings. These meetings serve as placeholders to be reserved and used on an as-needed basis.

Recommendation: Staff recommends one of the following meeting date series (3rd or 4th Thursday evening).

Commission

January 21, 2010	(3 rd Thursday)	January 28, 2010 (4 th Thursday)
April 15, 2010	(3 rd Thursday)	April 22, 2010 (4 th Thursday)
July 15, 2010	(3 rd Thursday)	July 22, 2010 (4 th Thursday)
October 21, 2010	(3 rd Thursday)	October 28, 2010 (4 th Thursday)

Executive Committee

March 4, 2010	(Thursday, daytime meeting, time TBD)
June 3, 2010	(Thursday, daytime meeting)
September 23, 2010	(Thursday, daytime meeting)
December 2, 2010	(Thursday, daytime meeting)

Technical Advisory Committee

Dates in 2010 will be set at the upcoming Technical Advisory Committee meeting on November 17, 2009.