

Village of Mukwonago
SPECIAL VILLAGE BOARD MEETING
TRAINING SESSION
Notice of Meeting and Agenda
Monday, June 13, 2016

Time: **5:30 p.m.**
Place: **Mukwonago Municipal Building/Board Room, 440 River Crest Court**

The purpose of this notice is to notify the public that there will be a quorum of the Mukwonago Village Board, Plan Commission, and Board of Building and Zoning Appeals at a training session involving various municipal governance topics as outlined below. There will be discussions on the topics, but no actions will be taken.

1. Training Session - Discussion

- A. Video "In the Scope of Your Authority: Preventing Public Officials' Liability"
- B. Roles, Responsibilities, and Authorities of Elected and Appointed Officials
- C. Open Meetings Law
- D. Ethics
- E. Parliamentary Procedures
- F. Guidelines for Conduct of Village Board members
- G. Public Hearing Procedures
- H. Village of Mukwonago Operating Procedures

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact Clerk's Office, 440 River Crest Court, (262) 363-6420, Option 4.