

### MCWDB Meeting Deadlines 2018-2019

Agenda Item Request	Notification of Agenda Item Approval	Materials Submitted to MCWDB Staff for Review (NOON)	Executive Director Review and Feedback	*Executive Director & Chairman Briefing	Final Materials submitted to staff (NOON)	Agenda and boardbook posted for Board Member Review	MCWDB Meeting
7/20/2018	7/24/2018	7/27/2018	7/30/2018	7/30/2018	8/3/2018	8/3/2018	8/15/2018
8/22/2018	8/28/2018	8/31/2018	9/3/2018	9/3/2018	9/7/2018	9/7/2018	9/19/2018
9/21/2018	9/25/2018	9/28/2018	10/1/2018	10/1/2018	10/5/2018	10/5/2018	10/17/2018
10/24/2018	10/30/2018	11/2/2018	11/5/2018	11/5/2018	11/9/2018	11/9/2018	11/21/2018
11/23/2018	11/27/2018	11/30/2018	12/3/2018	12/3/2018	12/7/2018	12/7/2018	12/19/2018
12/21/2018	12/25/2018	12/28/2018	12/31/2018	12/31/2018	1/4/2019	1/4/2019	1/16/2019
1/23/2019	1/29/2019	2/1/2019	2/4/2019	2/4/2019	2/8/2019	2/8/2019	2/20/2019
2/22/2019	2/26/2019	3/1/2019	3/4/2019	3/4/2019	3/8/2019	3/8/2019	3/20/2019
3/22/2019	3/26/2019	3/29/2019	4/1/2019	4/1/2019	4/5/2019	4/5/2019	4/17/2019
4/19/2019	4/23/2019	4/26/2019	4/29/2019	4/29/2019	5/3/2019	5/3/2019	5/15/2019
5/22/2019	5/28/2019	5/31/2019	6/3/2019	6/3/2019	6/7/2019	6/7/2019	6/19/2019

### MCWDB Executive Committee Meeting Deadlines 2018-2019

Agenda Item Request	Notification of Agenda Item Approval	Materials Submitted to MCWDB Staff for Review (NOON)	Executive Director Review and Feedback	*Executive Director & Chairman Briefing	Final Materials submitted to staff (NOON)	Agenda and boardbook posted for Board Member Review	MCWDB Executive Committee Meeting
7/13/2018	7/17/2018	7/20/2018	7/23/2018	7/23/2018	7/27/2018	7/27/2018	8/9/2018
8/15/2018	8/21/2018	8/24/2018	8/27/2018	8/27/2018	8/31/2018	8/31/2018	9/13/2018
9/14/2018	9/18/2018	9/21/2018	9/24/2018	9/24/2018	9/28/2018	9/28/2018	10/11/2018
10/12/2018	10/16/2018	10/19/2018	10/22/2018	10/22/2018	10/26/2018	10/26/2018	11/8/2018
11/14/2018	11/20/2018	11/23/2018	11/26/2018	11/26/2018	11/30/2018	11/30/2018	12/13/2018
12/14/2018	12/18/2018	12/21/2018	12/24/2018	12/24/2018	12/28/2018	12/28/2018	1/10/2019
1/16/2019	1/22/2019	1/25/2019	1/28/2019	1/28/2019	2/1/2019	2/1/2019	2/14/2019
2/15/2019	2/19/2019	2/22/2019	2/25/2019	2/25/2019	3/1/2019	3/1/2019	3/14/2019
3/15/2019	3/19/2019	3/22/2019	3/25/2019	3/25/2019	3/29/2019	3/29/2019	4/11/2019
4/12/2019	4/16/2019	4/19/2019	4/22/2019	4/22/2019	4/26/2019	4/26/2019	5/9/2019
5/15/2019	5/21/2019	5/24/2019	5/27/2019	5/27/2019	5/31/2019	5/31/2019	6/13/2019

*\*Note: At the Chairman's discretion, items made be removed from board meeting agenda and/or dates may be subject to change. Requestors will be notified accordingly. Agenda and meeting materials will be shared and posted for stakeholders and the public at least 24 hours prior to a meeting (in accordance with Open Meeting Law).*

## MCWDB Committee and Workgroup Meeting General Deadlines 2018-2019

Agenda Item Request	Notification of Agenda Item Approval	Materials Submitted to MCWDB Staff for Review <b>(NOON)</b>	Executive Director Review and Feedback	*Executive Director & Chairman Briefing	<b>Final Materials submitted to staff (NOON)</b>	Agenda and boardbook posted for Board Member Review	MCWDB Meeting
Friday, four (4) weeks before a meeting (Day May Vary)	Tuesday, three (3) weeks before a meeting	Friday, three (3) weeks before a meeting	Tuesday, two (2) weeks before a meeting	Wednesday, two (2) weeks before a meeting	<b>Friday at NOON, two (2) weeks before a meeting</b>	Friday COB, two (2) weeks before a meeting	Refer to MCWDB Calendar

**Example:**

Week	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
4				<i>Previous Board Meeting Day</i>		Agenda Item Request (May Vary)	
3			Notification of Agenda Item Approval			Materials Submitted to MCWDB Staff for Review <b>(by NOON)</b>	
2		Executive Director Review and Feedback  Executive Director & Chairman Briefing				<b>Final Materials Submitted to Staff (NOON) &amp; Agenda and Boardbook posted</b>	
1		Board Member Review					
Meeting Week		Board Member Review		<b>Meeting Day!</b>			

**\*Note: At the Chairman's discretion, items made be removed from board meeting agenda and/or dates may be subject to change. Requestors will be notified accordingly. Agenda and meeting materials will be shared and posted for stakeholders and the public at least 24 hours prior to a meeting (in accordance with Open Meeting Law).**