26

Tuesday
January 26
2010

S	M	T	W	T	F	S
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	**26**	27	28	29	30

December 2009

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February 2010

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

✓ Task Completed
→ Planned Forward
╳ Task Deleted
☐ Delegated Task
• In Process

PRIORITIZED DAILY TASK LIST

ABC	
A1	approve agenda
A2	approve minutes
B1	Monthly reports
C1	Conservation report (copy)
C2	Correspondence
D1	approve claims
D2	Old Business
D3	New Business

DAILY EXPENSES

APPOINTMENT SCHEDULE

6	
7	
8	8:30 Public input
9	9:00 Scott Sexton-FEH study 9:30 Grace Freeman- WIC report
10	Highway P & Z update 10:20 Rezoning-Don Jorgensen 10:30 Rezoning -Sean Brady
11	States Atty
12	
1	
2	
3	
4	
5	
6	
7	
8	