23

Tuesday
March 23
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	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						

April 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	29	30	

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

PRIORITIZED DAILY TASK LIST

↓ ABC	
	plats
A1	approve agenda
A2	approve minutes
B1	Abatements
B2	Automatic supplements
B3	Monthy reports (Feb)
B4	sick leave bank committee
B5	fuel quote (copy)
C1	Correspondence
C2	Liability ins. quotes
C3	opt out discussion
D1	approve claims
D2	Old Business
D3	New Business

DAILY EXPENSES

APPOINTMENT SCHEDULE

6	
7	
8	8:30 Public input
9	9:00 Dick Stene-weed/bridges 9:30 Julie Ellingson-abatement 9:45 Sheriff Limoges
10	Highway P & Z update States Atty 10:45 S. Sexton-personnel
11	
12	
1	
2	
3	
4	
5	
6	
7	
8	