

**COOKEVILLE CITY COUNCIL**

**Regular  
Monday, January 29, 2018  
3:00 PM**

Board Member 1: Absent

Board Member 2: Absent

Board Member 3: Absent

Board Member 4: Absent

Board Member 5: Absent

Board Member 6: Absent

Board Member 7: Absent

CRAIG CAPLES: Absent

Greg Dorn: Present

Nicole Kobus: Present

Board Member 1: Present

Board Member 2: Present

Board Member 3: Present

**I. Opening the Meeting**

**A. Call to Order and Welcome**

**B. Excuse Absent Board Members**

**C. Open Meeting Act**

**D. Publication of Meeting**

**E. Pledge of Allegiance**

**II. Administrative Assistants Resources/Support**

**A. Nebraska Administrative Assistants**

**B. AA Association sponsored**

**III. Reports**

**A. Building/District Administrators**

**B. Other School Personnel**

**C. Superintendent**

**D. Board Members**

**i. District Goals Update**

**E. Board Committees**

**IV. Public Comments**

**V. Action Items**

**A. Consent Agenda**

**B. Minutes of Previous Meeting(s)**

**VI. Approval of the Regular Meeting Agenda**

**VII. Discussion Items**

**A. Updating District Information in the Association Database**

**B. The Board Meeting**

**i. School District Record Retention**

**ii. Parliamentary Procedure**

**iii. Board Meeting Rules of Order**

**C. Association Programs/Services**

**i. eMeetings**

**ii. Document Imaging and Management**

**1. 2013-2014 Calendar of Event**

**iii. eFunds**

**iv. Online Policy Service**

**VIII. Adjournment**

**IX. Opening the Meeting**

**A. Call to Order and Welcome**

**B. Excuse Absent Board Members**

**C. Open Meeting Act**

**D. Publication of Meeting**

**E. Pledge of Allegiance**

**X. Administrative Assistants Resources/Support**

**A. Nebraska Administrative Assistants**

**B. Opportunity Invites**

**C. AA Email Communications / Learning**

**i. AA Frequently Asked Questions**

**D. AA Association sponsored**

**XI. Did you Know?**

**XII. Public Comments**

**XIII. Reports**

**A. Building/District Administrators**

**B. Other School Personnel**

**C. Superintendent**

**D. Board Members**

**i. District Goals Update**

**E. Board Committees**

**XIV. Action Items**

**A. Consent Agenda**

**B. Minutes of Previous Meeting(s)**

**XV. Approval of the Regular Meeting Agenda**

**XVI. Discussion Items**

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**XVII. Adjournment**

ATTEST:

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Darian Coons, City Clerk

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Ricky Shelton, Mayor