

# BOIS FORTE RTC MEETING AGENDA REQUEST FORM

Presenter: \_\_\_\_\_

E-mail \_\_\_\_\_  
(for notification that you have or not been placed on the agenda)

Action Requested (use other side if needed)

Please attach a memo with more detail and any other pertinent information.

\_\_\_\_\_ Discussion on \_\_\_\_\_

\_\_\_\_\_ Resolution(s) on \_\_\_\_\_

\_\_\_\_\_ Contract/Agreement for \_\_\_\_\_

Date reviewed by the Tribal Attorney: \_\_\_\_\_

\_\_\_\_\_ Policy/Ordinance for \_\_\_\_\_

Date reviewed by the Tribal Attorney: \_\_\_\_\_

\_\_\_\_\_ Sole-Source Request for \_\_\_\_\_

\_\_\_\_\_ Other \_\_\_\_\_

**Agenda items are due by close of business, three (3) days before the posted meeting date.**

**Reviewed and approved to be placed on agenda by:**

\_\_\_\_\_  
**Director**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Executive Director**

\_\_\_ General Session    \_\_\_ Executive Session

FOR EXECUTIVE DIRECTOR USE

Date: \_\_\_\_\_

To: Presenter, Director, and \_\_\_\_\_.

Action taken at \_\_\_\_\_ meeting held on \_\_\_\_\_:

\_\_\_\_\_ Approved \_\_\_\_\_

\_\_\_\_\_ Disapproved \_\_\_\_\_

\_\_\_\_\_ Tabled \_\_\_\_\_