



Monthly Meetings Schedules - Revision date 7-7-2013

Simple, straight-forward reference information for local government meetings and information sites is an important communication technique. What follows is an example of an email or website introduction for and a matrix of standing local government meetings and their information sites.

Hi Everyone,

The attached file is a one page Word document which I hope will make it super easy for you to **know what's happening in our local government**. It shows when all the various city councils, school districts, and Solano County Board of Supervisors meet, etc. It also has links to their sites where you can access upcoming meeting agendas, minutes of previous meetings, etc. You can personalize and add to this list if there are other meetings that you regularly attend. **Let's get organized for 2013!**

To make the best use of this schedule, **it needs to be easy for you to access**. **The easiest way is to save it on your computer desktop**. That way, all the necessary information is easy to find on your computer screen and it is only a click away. You don't have to "find the file" whose name you have forgotten. Directions are below if you need them.

There will be another "Contact your Elected Officials" file coming your way as soon as all the names, email address, phone numbers, faxes etc. have been updated by various entities. (Hopefully before our Jan. 16th meeting) It will include contact info for city council members, school boards, county board of supervisors, state legislators, Congressional Representatives, Senators, and the President.

I created a "new folder" on my desktop where both of these files will be easily accessible. The easier it is to contact my elected officials, the more likely I am to do it! How about you?

One of my New Year's Resolutions is to "Stay and Touch" with those who represent me, and make sure they know where I stand. I hope that is on your resolution list too.

Instructions: Save this file to your desktop. Ctrl+Click on the links below to get meeting agendas and additional information.

Make Plans for 2013: Attend as many meetings as Possible! Local Monthly Meetings Schedule 2013

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1st Week	Check Agendas for the week !	Vow to Attend One Meeting	Fairfield City Council 7:00pm Suisun City Council 7:00pm VVTP Board Meeting 6:30		VUSD 7:00pm		
2nd Week	Check Agendas for the week !	Vow to Attend One Meeting	Vacaville City Council 7:00pm Dixon City Council 7:00pm Travis USD 7:00 pm		Dixon USD 7:00pm Fairfield USD 7:00pm		
3rd Week	Check Agendas for the week !	Vow to Attend One Meeting	Fairfield City Council 7:00pm Suisun City Council 7:00pm	Vaca Valley Tea Party 6:00 pm	VUSD 7:00pm		
4th Week	Check Agendas for the week !	Vow to Attend One Meeting	Vacaville City Council 7:00pm Dixon City Council 7:00pm Travis USD 7:00 pm		Dixon USD 7:00pm Fairfield USD		
5th Week	Rest!						

For More Meeting Information, Location, Agendas, and Minutes: “Control+ Click” on the Links Below:

Vacaville City Council Meetings: Agendas/Minutes: <http://www.cityofvacaville.com/index.aspx?page=206>

Vacaville USD Meetings: Agendas/Minutes: http://www.vacavilleusd.org/cms/page_view?d=x&piid=&vpid=1320735580087

Dixon City Council Meetings: Agendas/Minutes: <http://www.ci.dixon.ca.us/index.aspx?NID=127>

Dixon Unified School District Meetings: http://dixon-ca.granicus.com/ViewPublisher.php?view_id=3

Fairfield City Council Meetings: http://www.fairfield.ca.gov/gov/city_council/ccm/default.asp

Fairfield-Suisun Unified School District Meetings/Agendas: <http://www.fsusd.org/Page/5700> see pdf. 12/12/12 meeting for 2013 schedule

Travis Unified School District Meetings: <http://content.travisusd.k12.ca.us/cm/Gov-Board/Agendas%20&%20Minutes.html>

Suisun City Council Meetings: <http://www.suisun.com/government/city-clerk/agendas>

Solano County Board of Supervisors Meetings: <http://www.solanocounty.com/depts/bos/meetings/videos.asp>

City Planning Commission meetings seem to meet at less frequently. See the city/county links above and search for planning meetings.

Add more to your personal list if you desire. Hope to See YOU at a meeting SOON! ☺ Let's Make a Difference! Colleen