

SAMPLE NOTICE - Notice of Meeting to Adjourn the 2020 Board of Review to a Later Date Due to COVID-19 Concerns

**Notice of Meeting to Adjourn the 2020 Board of Review
Due to COVID-19 Concerns**

(Town/Village) of _____, _____ County

The Board of Review will meet on the ____ day of _____, 2020 at _____ .m. at _____ *(insert the location of the meeting)* for the purpose of calling the Board of Review into session during the 45 day period beginning on the 4th Monday of April, pursuant to Wis. Stat. § 70.47(1).

Due to the current public health crisis related to COVID-19, it is anticipated that the Board of Review will be adjourned until the ____ day of _____, 2020 at _____ .m. *(Adjournment should be to a specific day and time. The BOR may be adjourned repeatedly if necessary, under Wis. Stat. § 70.47(4).)*

Notice is hereby given this _____ day of _____, 2020 by:

(Town/Village) Clerk

NOTES:

Provide this notice under the open meetings law, Wis. Stat. § 19.84, at least 24 hours before the meeting.

Options for providing notice under Wis. Stat. § 19.84:

- 1) publish the notice in a qualified newspaper; OR
 - 2) post the notice in three public places; OR
 - 3) post the notice in one public place and on the governing body's website.
- (You may do one or multiple of the above.)*