# Seal for the City of Albuquerque, 1706.City of Albuquerque Office of the Department

**Timothy M. Keller, Mayor Department Director**

## **BOARD, COMMITTEE OR COUNCIL NAME**

### **NOTICE OF MEETING**

WEEKDAY, MONTH XX, 20XX

TIME (9:00 A.M)

Notice is hereby given that all members of the BOARD, COMMITTEE OR COUNCIL NAME have been invited to attend EVENT, LOCATION, CTIY, NM , ZIP. No public policy will be formulated by any members present and no action that the BOARD, COMMITTEE OR COUNCIL NAME has authority to take will be taken by any members present. The potential quorum notice (PQN) is not subject to the Open Meetings Act and is a courtesy to the BOARD, COMMITTEE OR COUNCIL NAME and the public.

For any questions regarding the PQN, please contact the DEPARTMENT at PHONE NUMBER AND EMAIL.

**POSTED AT CITY HALL AND ONLINE**