

Glastonbury Landowners Association, Inc.  
**Landowner Agenda Item Request Form**

<b>Landowner Name(s)</b>		<b>Parcel #</b>	<input type="checkbox"/> <b>North</b>	<input type="checkbox"/> <b>South</b>
<b>Phone Number (      )</b>		<b>E-mail Address</b>		
<b>Short Agenda Item Title</b>			<b>Date of Request</b>	
<b>Agenda Item Summary</b>				
<b>What are you requesting the Board to do?</b>				
<b>List documentation included with this form:</b>				

**Landowners – Instructions to request an agenda item for a monthly GLA Board Meeting:**

- Timeline: 14 days before a scheduled monthly Board meeting. submit your completed form via mail to GLA, PO Box 312, Emigrant, MT 59027 or e-mail to [info@glamontana.org](mailto:info@glamontana.org). The GLA Board meeting schedule is available at [www.glamontana.org](http://www.glamontana.org) or by request.
- When you submit this form, please include any documentation that supports your topic.
- Keep a copy of your completed form for your records.

The Board requires time to review your item and determine if it is a GLA matter and if so, whether it is to be handled at a Board or Committee meeting; they also may need additional information. If a time-sensitive or critical matter arises *after* the 14-day timeline, call (406) 451-0033 or e-mail [info@glamontana.org](mailto:info@glamontana.org) and explain why you believe your item needs to be on the next Board meeting agenda. If the Board is able to grant the request, you will be notified and asked to submit your completed agenda request form with any supporting documentation.

Please note that the Board may determine at their discretion whether or not they can immediately add agenda items that are brought directly to GLA monthly meetings. However, at each Board meeting there is a brief open forum comment period for Landowners.