

Board Meeting of  
May 16, 2012

Honorable Chair and Members  
of the City of Torrance Oversight Board  
City Hall  
Torrance, California

**Members of the Board:**

**SUBJECT: Excused Absences**

**RECOMMENDATION**

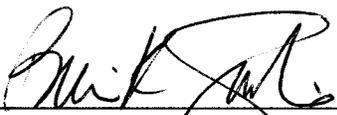
Recommendation that the Oversight Board approve excused absences for Chair Maguin and Board Member Gibson for the May 16, 2012 meeting.

**BACKGROUND AND ANALYSIS**

The first City of Torrance Oversight Board meeting was held on Friday, April 27, 2012. At this meeting, Chairman Maguin stated he was unable to attend the May 16, 2012 meeting. Subsequent to the April 27, 2012 meeting, Board Member Gibson sent correspondence also requesting an excused absence from the May 16, 2012 meeting as he will be out of town.

Staff recommends that the Board approve excused absences for Chairman Maguin and Board Member Gibson. Staff also recommends that if a Board Member requests an excused absence prior to the actual meeting, that unless there are objections from the Board, no further action is required.

Respectfully submitted,

By   
\_\_\_\_\_  
Brian K. Sunshine  
Assistant to the City Manager  
City of Torrance

NOTED:

  
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LeRoy Jackson  
City Manager  
City of Torrance

Attachment: E-Mail from Board Member Gibson



**Sunshine, Brian**

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**From:** Gibson, Jeff  
**Sent:** Wednesday, May 09, 2012 4:56 PM  
**To:** smaguin@cox.net  
**Cc:** Rhilinger, Susan; Sunshine, Brian; Herbers, Sue  
**Subject:** Request for excused absence of 16 May Oversight Board Meeting

Good afternoon Chairman Maguin.. I am requesting an excused absence from the 16 May Oversight Board Meeting. I have family business out of state and will unable to return in time to attend the Board meeting. Thank you for your understanding. Jeff

**Jeffery W. Gibson**

Community Development Director |Community Development Department |City of Torrance |3031  
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