

To: Orchard Manor – Farm Committee

Date: October 6, 2010

Subject: Amended agenda for October 13, 2010 meeting.

The Orchard Manor – Farm Committee will hold a meeting on **Wednesday, October 13, 2010** at **10:00 a.m.** in the Boardroom at Orchard Manor. The committee will give consideration to and/or take action on the following items:

- Agenda:
1. Call to order at 10:00 a.m.
 2. Establish a quorum.
 3. Certification of compliance with the Open Meetings Law.
 4. Approval of agenda.
 5. Approval of the minutes.
 6. Farm business.
 - A. Farm Building/Lease Issues.
 - B. Farm vouchers and financial report
 7. 400 wing canopy.
 8. Orchard Manor operations.
 - A. Chairperson's report.
 - B. Maintenance supervisor's report.
 - C. Administrator's report.
 - Update on facility issues.
 - Update on 2011 budget.
 - D. Laundry services.
 - Personal laundry.
 - Facility rental linens.
 - BSG Maintenance, Inc. presentation.
 - E. Equipment purchases/repairs.
 - F. Energy audit update.
 - G. Staffing issues.
 - Future training costs.
 - H. Orchard Manor vouchers and financial report.
 9. Adjourn to closed session per Wisconsin Statute 19.85(1)(c) regarding personnel.
 10. Reconvene to open session.
 11. Public comment.
 12. Set next meeting date.
 13. Adjournment.