

To: Orchard Manor – Farm Committee

Date: June 11, 2012

Subject: Amended Agenda for June 15, 2012 meeting.

The Orchard Manor – Farm Committee will hold a meeting on **Friday, June 15, 2012** at **11:00 a.m.** in the Boardroom at Orchard Manor. ***Please note change in date and time.*** The committee will give consideration to and/or take action on the following items:

- Agenda:
1. Call to order at 11:00 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 vouchers and financial report.
 7. Annual compliance maintenance resolution.
 8. Orchard Manor operations.
 - A. Chairperson's report.
 - B. Maintenance supervisor's report
 - Update on HVAC project.
 - C. Administrator's report.
 - Update on facility issues.
 - Update on lightning strike.
 - Laundry update.
 - Disposal of sample windows.
 - D. Equipment purchases/repairs.
 - Security system update.
 - Dietary equipment.
 - E. Staffing issues.
 - Future training costs.
 - Interns.
 - Update on staffing changes.
 - F. Orchard Manor vouchers and financial report.
 9. Public comment.
 11. Set next meeting date.
 12. Adjournment.