

To: Orchard Manor – Farm Committee

Date: August 2, 2013

Subject: Agenda for August 14, 2013 meeting.

The Orchard Manor – Farm Committee will hold a meeting on **Wednesday, August 14, 2013 at 9:00 a.m. (note change in start time)** 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 9:00 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. Audit presentation by Johnson Block.
 8. Selection of engineering consultant for sewer plant.
 9. Orchard Manor operations.
 - A. Chairperson's report.
 - B. Maintenance Supervisor's report.
 - C. Administrator's report.
 - Update on facility issues.
 - D. Equipment purchases/sales/repairs.
 - E. Staffing issues.
 - Change LPN LTEs to part-time status.
 - Future training costs.
 - Update on staffing changes.
 - F. Orchard Manor vouchers and financial report.
 10. Public comment.
 11. Set next meeting date.
 12. Adjournment.