

To: Orchard Manor – Farm Committee

Date: May 12, 2014

Subject: Amended agenda for May 14, 2014 meeting.

The Orchard Manor – Farm Committee will hold a meeting on **Wednesday, May 14, 2014 at 9:00 a.m. (note change in 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. Orchard Manor designation as Chapter 55 Emergency Placement Facility.
  8. Orchard Manor operations.
    - A. Chairperson's report.
    - B. Maintenance Supervisor's report.
      - Update on Community Services Building.
      - Update on facility.
    - C. Administrator's report.
      - Update on facility issues.
    - D. Equipment purchases/sales/repairs.
    - E. Staffing issues.
      - CNA recruitment update.
      - Update on staffing changes.
      - Future training costs.
    - F. Orchard Manor vouchers and financial report.
  9. Public comment.
  10. Set next meeting date.
  11. Adjournment.