

To: Orchard Manor – Farm Committee

Date: November 5, 2014

Subject: Agenda for November 12, 2014 meeting.

The Orchard Manor – Farm Committee will hold a meeting on **Wednesday, November 12, 2014 at 1:00 p.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 1:00 p.m.
 2. Establish a quorum.
 3. Certification of compliance with the Open Meetings Law.
 4. Approval of agenda.
 5. Approval of the minutes.
 - A. Farm vouchers and financial report.
 6. Elimination of Director of Finance position and creation of Office Manager position.
 7. CNA and Activity Aide wage schedule and implementation options
 8. Daily room rate increase.
 9. Orchard Manor operations.
 - A. Chairperson's report.
 - B. Maintenance Supervisor's report.
 - Snow removal.
 - C. Administrator's report.
 - Update on facility issues.
 - D. Equipment purchases/sales/repairs.
 - Diesel Bus update.
 - Skid steer.
 - E. Staffing issues.
 - CNA recruitment.
 - Social Worker position.
 - Future training costs.
 - Update on staffing changes.
 - F. Orchard Manor vouchers and financial report.
 10. Public comment.
 11. Set next meeting date.
 12. Adjournment.