

To: Orchard Manor – Farm Committee

Date: July 7, 2015

Subject: Amended agenda for July 8, 2015 meeting.

The Orchard Manor – Farm Committee will hold a meeting on **Wednesday, July 8, 2015** 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 vouchers and financial report.
 - B. Update on logging.
 7. Orchard Manor operations.
 - A. Chairperson's report.
 - B. Maintenance Supervisor's report.
 - Update on Community Services Building.
 - Update on facility.
 - C. Equipment purchases/sales/repairs.
 - 2016 equipment needs discussion.
 - D. Annual compliance maintenance resolution.
 - E. Laundry contract proposal from current vendor.
 - F. Dietary department changes.
 - Eliminate vacant Assistant Dietary Supervisor position.
 - Add Head Cook position.
 - Eliminate Baker positions and replace with Dietary Aides. Freeze existing employees wage until Dietary Aide wage catches up.
 - G. Administrator's report.
 - LEAN efficiencies update.
 - Update on facility issues.
 - H. Staffing issues.
 - Update on staffing changes.
 - Future training costs.
 - I. Orchard Manor vouchers and financial report.
 8. Public comment.
 9. Set next meeting date.
 10. Adjournment.