

To: Orchard Manor – Farm Committee

Date: May 3, 2018

Subject: Agenda for May 9, 2018 meeting.

The Orchard Manor – Farm Committee will hold a meeting on **Wednesday, May 9, 2018 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. Election of committee officers.
  5. Approval of agenda.
  6. Approval of the minutes.
  7. Farm business.
    - A. Farm vouchers and financial report.
  8. Personal laundry contract discussion/renewal.
  9. New County facility construction update.
  10. Update on sewer project with the City of Lancaster.
  11. Orchard Manor operations.
    - A. Chairperson's report.
    - B. Maintenance Supervisor's report.
      - Update on facility.
    - C. Equipment purchases/sales/repairs.
    - D. Administrator's report.
      - Update on facility issues.
      - Staffing update.
      - Grant updates.
      - LEAN efficiencies update.
      - Future training costs.
    - E. Orchard Manor vouchers and financial report.
  12. Public comment.
  13. Set next meeting date.
  14. Adjournment.