

To: Orchard Manor – Farm Committee

Date: November 5, 2019

Subject: Agenda for November 13, 2019 meeting.

The Orchard Manor – Farm Committee will hold a meeting on **Wednesday, November 13, 2019 at 9:00 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 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. Update on sewer project with the City of Lancaster.
 8. Construction and old Community Services Building update.
 9. Frequency of Orchard Manor/Farm Committee meetings.
 10. Orchard Manor operations.
 - A. Chairperson's report.
 - B. Orchard Manor/CSB snow removal/groundskeeping.
 - C. Maintenance Supervisor's report.
 - Update on facility.
 - D. Equipment purchases/sales/repairs.
 - E. Administrator's report.
 - Update on facility issues.
 - Future training costs.
 - F. Orchard Manor vouchers and financial report.
 - G. Closed session per state statute 19.85 (1) (c) in considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically as it relates to the performance evaluation of the Administrator; and state statute 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session as it relates to Orchard Manor contracts negotiations; and state statute 19.85 (1) (g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
 11. Action on therapy staff positions.
 12. Public comment.
 13. Set next meeting date.
 14. Adjournment.