

To: Orchard Manor – Farm Committee

Date: August 5, 2009

Subject: Agenda for August 12, 2009 meeting.

The Orchard Manor – Farm Committee will hold a meeting on **Wednesday, August 12, 2009** 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. Verification of public notification.
 3. Approval of agenda.
 4. Approval of the minutes.
 5. Farm business.
 - A. Farm Building/Lease Issues.
 - B. Farm lease renewal.
 - C. Farm vouchers and financial report.
 6. Johnson Block audit report.
 7. Orchard Manor operations.
 - A. Chairperson's report.
 - B. Administrator's report.
 - Operational topics.
 - Update on facility issues.
 - Family Care.
 - Update on computer conversion.
 - C. Staffing issues.
 - Future training costs.
 - D. 2010 Budget.
 - E. Orchard Manor roof – hail damage.
 - F. Update on scheduling/timekeeping software.
 - G. 2010 Audit services.
 - H. Orchard Manor vouchers and financial report.
 8. Adjourn to closed session per Wisconsin Statute 19.85(1)(g) for discussion of legal strategies regarding personnel issue.
 9. Reconvene to open session.
 10. Any other business.
 11. Public comment.
 12. Farm tour.
 13. Adjournment.