

To: Orchard Manor – Farm Committee

Date: September 2, 2009

Subject: Agenda for September 9, 2009 meeting.

The Orchard Manor – Farm Committee will hold a meeting on **Wednesday, September 9, 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 vouchers and financial report.
 - C. 2010 Appropriation Budget.
 6. Orchard Manor operations.
 - A. Chairperson's report.
 - B. Administrator's report.
 - Operational topics.
 - Update on facility issues.
 - Update on computer conversion.
 - C. Staffing issues.
 - Future training costs.
 - D. 2010 Appropriation Budget.
 - E. Update on Orchard Manor roof – hail damage.
 - F. Update on scheduling/timekeeping software.
 - G. Orchard Manor vouchers and financial report.
 7. Adjourn to closed session per Wisconsin Statute 19.85(1)(c) for discussion of personnel issue.
 8. Reconvene to open session.
 9. Any other business.
 10. Farm tour.
 11. Public comment.
 12. Adjournment.