

To: Orchard Manor – Farm Committee

Date: June 8, 2010

Subject: Agenda for June 18, 2010 meeting (**note special time**).

The Orchard Manor – Farm Committee will hold a meeting on **Friday, June 18, 2010 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 tour (weather permitting).
 7. Farm business.
 - A. Farm Building/Lease Issues.
 - B. Farm vouchers and financial report.
 8. Orchard Manor operations.
 - A. Chairperson's report.
 - B. Administrator's report.
 - Operational topics.
 - Update on facility issues.
 - Update on computer conversion and software.
 - C. Compliance maintenance resolution.
 - D. New smoking policy.
 - E. Equipment sales update.
 - F. Equipment purchases.
 - G. Roof replacement.
 - Presentation by Scott Chyko, Delta 3 Engineering.
 - H. Private rates – 7/01/2010.
 - I. Focus on Energy reports.
 - J. Staffing issues.
 - Future training costs.
 - K. Orchard Manor vouchers and financial report.
 9. Public comment.
 10. Set next meeting date.
 11. Adjournment.