

To: Board of Commissioners
From: Marene M. Jordan, Executive Director
Ref: Regular Board Meeting
Place: NHA – 313 E. Main Street
Date: Wednesday, October 11, 2017
Time: 5:00 P.M.

AGENDA

- I. Roll Call
- II. Guest: Representative(s) from Barbacane, Thornton & Company
(Presentation of FYE 3/31/2017 Annual Audit)
- III. Approval of Minutes
 - (a). Minutes from September 13, 2017
- IV. Report of the Executive Director
 - (a). Staff Report – September 2017
- V. Committee Reports
 - A. Report of Policies & Procedures & Compliance & Personnel Committee, Chairperson-Mrs. Smith
 - (a). Annual Review of Executive Director {if applicable} –
(Executive Session – Closed to the Public)
 - (b). Discuss/Review/Update The Information Manual for the Commissioners (Section #12: Process in Filling Board Vacancies, the Process for Re-Appointments of Board Members). Add a section explaining the evaluation procedure for the Executive Director/Contract Renewal

B. Report of Development Committee, Chairperson-Mr. Heitzenroder

Updates:

(a). 26 N. Chapel Street Update

(b). 101 New London Road Update

C. Report of Finance Committee, Chairperson -Ms. Shand

(a). Monthly Financials

D. Strategic Planning Committee, Chairperson-Ms. Shand

(a). Update

VI. Attorney Issues

VII. Old Business

A. From the other Commissioners

B. From the Executive Director

1. Public Vote on A Real Estate Transaction – After Executive Session – (if applicable)

C. From Legal Counsel

VIII. New Business

A. From the other Commissioners

B. From the Executive Director

C. From Legal Counsel

XI. Visitors and/or Petition

X. Executive Session – CLOSED TO THE PUBLIC –

a. A discussion regarding a real estate transaction

b. Executive Director – Annual Evaluation

XI. Adjournment