



2450 Old Moultrie Road, Suite 103
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EXEC/ADMIN COMMITTEE MEETING

February 1, 2017; 10:30 a.m.

Conference Call

Dial 1-888-296-6500 and enter Guest Code 966582

TENTATIVE AGENDA

**Action Item*

- I. Call to Order/Roll Call
- II. Public Comment
- III. Review of Credit Card Statements
- IV. Approval of November 2, 2016 Exec/Admin Committee Meeting Minutes*
- V. Approval of Financials As of November 2016*
- VI. Review and Approval of 2016 IRS 990*
- VII. Approval of Revisions to the Coalition's Personnel Policies and Procedures Manual*
- VIII. Review of Board Membership- Informational
- IX. Committee Absenteeism Log – Informational
- X. Committee Comment
- XI. Next Meeting – May 3, 2017 10:30am- Conference Call (board meeting March 15th 10:30 am)
- XII. Adjournment*



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