

**Chariton Valley Planning & Development Council of Governments  
Board Meeting  
Thursday, February 17, 2011 @ 8:00 a.m.  
Chariton Valley Planning & Development offices**

**Agenda**

1. Roll Call
  - a. Present: Dean K, Denny R, Larry D, John H, Bill A, Nichole M, Julie P
  - b. Absent:
  - c. Visitors:
2. Approve agenda items
3. Approve meeting minutes
  - a. January 20, 2011
4. Visitor Recognition
5. Financials
  - a. Current Bank statement and balance
  - b. Line of Credit
  - c. Bills/Payroll
  - d. Teno Property update
6. Office Property
  - a. Response from Tracy Daugherty on purchase of building
  - b. Other office options – Rental/Purchase
7. Audit
  - a. Update
    - i. Timeline
    - ii. Cost
  - b. Capital Asset Policy – (Need to review and approve)
  - c. Other policies to adopt in the future
    - i. Credit Card
    - ii. Procurement
    - iii. Related Party Policy

8. Project updates from office
9. Other New Business
  - a. Employee Handbook – review draft & approve
  - b. Hosting the Saturday Legislative Coffees
10. Next Meeting
11. Adjourn