**PUTNAM COUNTY ACHIEVEMENT SERVICES, INC.**

AGENDA – BOARD MEETING

**9:30 AM, FRIDAY, DECEMBER 8, 2017**

1. Roll call (introduce guests/board)
2. Approve or correct November 2017 minutes
3. Treasurer’s report- November 2017
   1. Cash Match Report
4. Monthly Units of Service report
5. Correspondence
6. REPORTS:

* PC Senior Citizens (Representative or Director)
* Advisory Council (Loretta Schrowang)
* Nominating Committee (Mary Crook)
* Resource Committee (Ona Rehn)
* Personnel Committee (Sheila Haage)
* Building Committee (Bob Cofoid)
* Program Committee (Director)
* Director’s Report (Michelle Slutz)

1. OLD BUSINESS

None

1. NEW BUSINESS

* Sexual Harassment/Misconduct policies and procedures
* Staff Christmas bonuses
* Monthly raffle winners

1. OTHER

**Executive Session (if needed)**

**Next Board Meeting January 12, 2018**

**Dates to remember:**

**December 25 & 26- PCCC Closed**

**January 1- PCCC Closed**