



**CITY OF GREENVILLE
NORTH CAROLINA
PO BOX 7207 – GREENVILLE, NC 27835-7207**

**Affordable Housing Loan Committee
Wednesday, November 9, 2011
City Hall Council Chambers 3rd floor
200 West 5th Street
10:00 AM**

Agenda

- A. Roll Call**
- B. Approval of meeting minutes from October 12, 2011**
- C. Old Business**
- D. New Business**
 - 1. Develop procedure for cancelling meetings**
 - 2. Attendance Policy amendment**
- E. Housing Administrator's Report (Sandra Anderson)**
- F. Other**
- G. Adjournment**



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**Affordable Housing Loan Committee Retreat
Special Meeting
Wednesday, November 9, 2011
Conference Room 337, 3rd floor, City Hall
200 West 5th Street
11:00 AM**

Agenda

- A. 11:10 – 11:40am Introductions**
- B. 11:40 – 12:00n Public Records and Open Meetings Statutes (*David Holec*)**
- C. 12:00 – 12:30pm Basic Roberts Rules of Order (*David Holec*)**
- D. 12:30 – 1:30pm Break**
- E. 1:30 – 2:15pm Committee Member Function (*Merrill Flood*)**
- F. 2:15 – 2:45pm Role of Staff versus Committee Member (*Merrill Flood*)**
- G. 2:45 – 3:45pm Subrecipient Application Process (*Sandra Anderson*)**
- H. 3:45 – 4:15pm Subrecipient Scoring Process (*Sandra Anderson*)**
- I. 4:15 – 4:30pm Wrap up**