

# agenda

3.26.2010

Flint Hills Regional Council

## Flint Hills Regional Council Board of Directors

3/26/2010 – Manhattan, KS – 115 N. 4<sup>th</sup> St., County Commission Room  
9:00am to noon

Meeting called by: Board of Directors of the Flint Hills Regional Council, Inc.

Invited: Directors from Member Jurisdictions, Fort Riley, Governor's Military Council, Kansas State University, Regional Growth Coordinator, OEA Grant Staff, Media Representatives and Other Parties Interested in the FHRC.

**Please read:** Minutes from February, Contract Options for Executive Director Contract, Any Notes from Executive Director Interviews, Accountant and Attorney Bids (will be ready by March 24), Fee Structure Suggestions, Conflict of Interest Policy and Signature Page, Operations Manual Procurement Procedures and Request for City of Manhattan to Purchase Equipment for Office Setup.

**Please bring:** Comments on Executive Director Contract, Notes from Executive Director Interviews, Comments on Attorney/Accountant Bids, Comments on Operations Manual Procurement Procedures, Copy of Agenda and Copy of Minutes of February 19, 2010 Signing Ceremony/Board Meeting.

Item	Lead	Notes
9:00am – Call to Order	Sharon Brown	
Approve Minutes	Sharon Brown	Minutes from February 19, 2010 Meeting
Updates	Karen Davis Kristina Hyland	1. OEA Grant to FHRC 2. EIN/IRS 1023 Filing/DUNS 3. Directors & Officers Ins.
Interview Committee/Executive Director Interview Report	Sharon Brown	Select a candidate and make an offer for Executive Director position.
Select Legal Counsel and Accountant	Sharon Brown	Cannot make a contract with them until the grant is at the FHRC. Will approach for help before grant is moved.

Set Fee for New Members in 2010	Sharon Brown	May have members join the Council in 2010. \$.30/capita is approximate equivalent of current members' share.
Adopt Conflict of Interest Policy and Sign Required Statement	Sharon Brown	Same policy as February but needs to be adopted by Council. Full disclosure paperwork, as discussed in February, is unnecessary at this time. Signature page required has been provided.
Fill in Blanks in Operations Manual Procurement Procedures	Sharon Brown	Will be reviewed again with Executive Director, but need on the books to be eligible to receive OEA Grant funds.
Request to City of Manhattan for Office Setup Purchase	Sharon Brown	The FHRC will likely need to purchase the desks, chairs and computers/software for the office before the grant funds have been transferred to the FHRC. The equipment budget is \$19,000.
April Meeting	Sharon Brown	April 16, 2010 in Wamego? Also NE KS Legislative Day in Topeka.
Other Business	Sharon Brown	
Adjournment	Sharon Brown	

**Additional Information:**