

## EPOHOA MEETING

**DATE/TIME:** July 15<sup>th</sup>, 2015, 7:00 PM

**LOCATION:** The Orchard House, 4599 Shepherdstown Road  
Martinsburg WV 25428

**BOARD:** Josh Arzt, Anne Kask, Rosalee Riggins, Phyllis  
Smock, Richard Sussmann



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<u>Topic</u>	<u>Duration</u>	<u>Presenter</u>
1. Call to Order		Board
2. Introductions	2 minutes	Board
3. Approval of Agenda	2 minutes	Board
4. Approval of Minutes	2 minutes	Membership
5. Financial Report	5 minutes	Rosalee Riggins
6. Committee Reports		
A. Membership	5 minutes	Nance Briscoe
B. Education	5 minutes	Richard Sussmann
C. Nominations	5 minutes	Aileen Curfman
7. Management Report		
A. Appointment of Board Officers	5 minutes	Board
B. Committee membership discussion	15 minutes	Board
C. Address changes, financial updates	10 minutes	Multiple
8. Pending Business	15 minutes	Board
9. New Business	10 minutes	Board
A. Choose rep for Jefferson County CoC		
B. Choose rep for Berkeley County CoC		
10. Open Forum	30 minutes	Membership
11. Announcements	2 minutes	Board
A. Next meeting: August 19, 2015 at 7pm.		
12. Adjournment		Board