



# Voices for International Business and Education

## Facility Committee Meeting

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### Date and Time

Tuesday November 7, 2017 at 5:30 PM CST

### Location

727 Carondelet St., New Orleans, LA 70130

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Voices for International Business and Education [http://public.boardontrack.com/VIBE\\_1](http://public.boardontrack.com/VIBE_1)

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### Agenda

#### I. Opening Items

Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Approve Minutes

Approve minutes for Facility Committee Meeting on October 3, 2017

#### II. Facility

Facility

A. Strategic Plan Pillars and progress monitoring

**B. Board Development**

**C. Discuss Hiring Adams & Reese to draft Lease**

**D. Discuss Scheduling Meeting with OPSB Staff and/or Board Members**

**E. Discuss the need for an abstract on the property.**

The Hand Law Firm is offering to provide this service. The service will have a cost.

**F. Staff's Triage List of Facility Repairs and Improvements**

1. Safety & Code required Repairs and Improvements
2. Maintenance required Repairs and Improvements
3. Aesthetic and Modernization Repairs and Improvements

**III. Other Business**

**IV. Closing Items**

**A. Adjourn Meeting**