

1. Call to order and roll call (1 min.)
2. Approval of agenda (5 min.)
3. Approval of minutes from July 9 and August 2 2010 meetings (5 min.)
4. Update on organization chart(s) (10 min.)
5. Work group reports and discussion:
 - 5a. GM hiring process (20 min.)
 - 5b. Cleanup/re-writing of CFO job description (30 min.)
6. Develop timeline for annual reviews of ED (later this year) and CFO (early next year). (10 minutes)
7. New Business (10 min.)
8. Review Action Items (5 min.)
9. Adjourn meeting (approx. 9:30 PM EST or earlier)

*** Note *** The ED and CFO job descriptions and evaluation survey questions, plus other public documents, are on the committee's Google group web page at <http://groups.google.com/group/pnb-personnel/files?&sort=date>