

WV Center for Nursing  
Operations Subcommittee  
July 14, 2006  
9:00 to 10:00 a.m.  
WV Higher Education Policy Commission  
5<sup>th</sup> Floor Conference Room

**Agenda**

- I. Call to order
- II. Approval of minutes from meeting May 19, 2006
- III. Executive Director's Report
  - A. 2006-2007 Budget changes
- IV. Old Business
  - A. Administrative Assistant salary correction
  - B. Signature authority for Executive Director
  - C. Board Training and Development
- V. New Business
  - A. WVCN Recognition Program
  - B. Policy and Procedures
    - i. Annual budget preparation
    - ii. Monthly budget reconciliation
  - C. "Advertising in Compass" for State Journal
- VI. Strategic Plan
- VII. Announcements
- VIII. Next Meeting Date and Adjournment