



200 Corporate Place • Rocky Hill • Connecticut • 06067 • Telephone (860)757-7700
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MEMORANDUM

TO: MIRA Organizational Synergy & Human Resources Committee

FROM: Kanchan Arora, Board Administrator

DATE: November 27, 2017

RE: Notice of Special OS & HR Meeting

There will be a special meeting of the Organizational Synergy and Human Resources Committee of the MIRA Board of Directors on Tuesday November 28, 2017 at **11:00 am** in the conference room at 200 Corporate Place, Suite 202, Rocky Hill, CT 06067.

The purpose of the meeting will be to discuss the following matters:

- I. Pledge of Allegiance.
- II. Public Comment (3 Minutes per speaker).
- III. Approval of Minutes of the November 14, 2017 OS & HR meeting.
- IV. Review and Recommend the Employee Benefit Program (Medical, Dental, Vision, Life and Disability Insurance) Renewal.
- V. Executive Session to discuss personnel matters.

If you will be unable to attend, please notify Kanchan Arora 860-757-7729 immediately.

cc: Tom Kirk, President