

Delaware Sustainable Energy Utility  
Meeting of the Oversight Board  
391 Lukens Drive – DNREC – New Castle, DE 19720  
March 20, 2014 – 9:30A.M.

## **AGENDA**

Welcome

1. Approval of Minutes – January 16, 2014
2. Review and Acceptance - 2012 Audit – Whisman Giordano and Associates, LLC
3. SEU Business
  - a. Strategic Plan – Draft SWOT Analysis – Georgeanna Windley
  - b. Consideration of Statements
    - i. F. Murphy Legal Services – December 2013, January 2014
    - ii. Faw Casson – December 2013, January 2014
    - iii. NW Financial Group, LLC – May 2013, December 2013, January 2014
    - iv. Whisman Giordano & Associates – 2012 Audit
  - c. Proposed Policies – Review for Approval
    - i. Records Retention Schedule
    - ii. Corporate Credit Card Policy
    - iii. Internal Controls Policy
    - iv. Whistleblower Policy
  - d. Amendment to Professional Services Policy
4. Reports
  - a. Executive Director’s Reports
    - i. Budget Report
    - ii. Activity Report
5. New Business/Old Business
6. Public Comment
7. Adjourn

Agenda is subject to change. During the course of the public meeting; the Board may vote on whether to conduct an executive session to consider confidential and proprietary business before the Board, and such executive session will not be open to the public, pursuant to 29 Delaware Code § 1004. The executive session may address matters involving the discussion of the content of documents excluded from the definition of “public record,” or which involve the potential for litigation. Participation by teleconference will be available to Board members. The agenda was not posted sooner due to scheduling conflicts of volunteer board members.