

**Administrative Affairs Committee**

September 24, 2008  
Immediately after Ad Hoc Education Committee  
Board for Towing and Recovery Operators  
2601 West Broad Street  
Suite 200  
Richmond, Virginia 23220

**MEETING AGENDA**

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1. Call to order
2. Public comments
3. Acceptance of August 21, 2008 meeting minutes
4. Chairman's Report
5. Committee Discussions
  - A. Hiring a full time Executive Director
  - B. Hiring additional administrative staff
6. Other Business
7. Adjournment