

# Virginia Board for Towing and Recovery Operators (BTRO)

November 13, 2007 - 9:30 AM

**Comfort Inn Conference Center**  
3200 West Broad Street, Richmond, Virginia 23220

## MEETING AGENDA

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1. Call to order
2. Public comment period
3. Acceptance of October 30, 2007 meeting minutes
4. Chairman's Report
5. Executive Director's Report
  - A. Lease information
6. Committee Reports
  - A. Licensing and Regulatory Affairs Committee – Mr. Brown
  - B. Education Ad Hoc Committee – Mr. Minor
  - C. Administrative Affairs Committee – Mr. Herring  
*Did not meet in October*
  - D. By-Laws and Policy Committee – Mr. Seibert  
*Did not meet in October*
  - E. Communications and Consumer Affairs Committee – Mr. Coleman  
*Did not meet in October*
  - F. Second Signature Ad Hoc Committee – Mr. Sawyers  
*Did not meet in October*
7. New Business
8. Old Business
  - A. Second Signature Report Vote
9. Next Meeting (December 11, 2007)
10. Adjournment

*Break for refreshments and to begin committee meetings*