



**Revolving Loan Fund Committee
November 9, 2016
4:00 p.m.**

**Rockingham Town Hall – 3rd Floor
Development Office**

AGENDA

Call to Order

Additions to the Agenda for Routine Administrative Matters and/or Pressing Matters that will require ratification at a future meeting

Approve Minutes of September 12, 2016

Public Comment on Items not on the Agenda: (3 minutes per person)

Approve Minutes of 7/28/2016

Agenda

1. Introduction of Development Director Emmett Dunbar
2. Update/Discussion – Valley Café
3. Review of Loan Paperwork
 - Template for approval (Commitment Letter)
 - Template for declinations (Declination Letter)
 - Template for collection letters

Other Business

Adjourn