



**BUCKEYE TOBACCO SETTLEMENT FINANCING AUTHORITY**  
**MEETING AGENDA**  
**March 18, 2009**

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1. Chairman calls meeting to order.
2. Presentation by the Assistant Secretary of any new designations of alternates by Authority members; order that any new designations be entered in record of proceedings.
3. Assistant Secretary calls the roll; Chairman declares quorum present.
4. Filing of Secretary's Certificate of Compliance with the Open Meetings Rule for notification of meetings to the public and news media adopted July 2, 2007.
5. Presentation by the Auditor of State regarding audit of the Authority's Fiscal Year 2008 financial statements.
6. Presentation by Authority staff of responses to management letter recommendations in connection with the Fiscal Year 2008 audit.
7. Motion to Approve the Authority's Written Response to the Management Letter.
  - a. Motion.
  - b. Second to motion.
  - c. Discussion.
  - d. Roll call vote on motion.
8. Motion to Amend Bylaws to Require Authority Approval of Meeting Minutes.
  - a. Motion to amend Section 4.9 of the Bylaws adopted July 2, 2007 to expressly require Authority approval of minutes of prior meetings.
  - b. Second to motion.
  - c. Discussion.
  - d. Roll call vote on motion.
9. Motion to Approve Minutes.
  - a. Motion to approve minutes of all prior Authority meetings.
  - b. Second to motion.
  - c. Discussion.
  - d. Roll call vote on motion.

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10. Motion to Adopt the OBM Travel Policy.
  - a. Motion to formally adopt the OBM Travel Rule set forth in OAC Section 126-1-02 as the travel policy of the Authority and to designate the Assistant Secretary or the Assistant Treasurer as the persons responsible for approving Authority travel expenses.
  - b. Second to motion.
  - c. Discussion.
  - d. Roll call vote on motion.
11. Presentation of the Authority's operating budget for fiscal years 2009 and 2010.
12. Other business.
13. Adjournment.