



# Commonwealth of Massachusetts

## CANNABIS CONTROL COMMISSION

ONE ASHBURTON PLACE, ROOM 313  
BOSTON, MASSACHUSETTS 02108  
TELEPHONE (617) 878-9853

STEVEN J. HOFFMAN  
CHAIRMAN

### NOTICE OF MEETING and Agenda

September 8, 2017

In accordance with Sections 18-25 of Chapter 30A of the Massachusetts General Laws, notice is hereby given of a meeting of the Cannabis Control Commission. The meeting will take place:

### **Cannabis Control Commission**

**Tuesday September 12, 2017 at 10:30 a.m.**

**Bid Room**

**One Ashburton Place, 2nd Floor  
Boston, MA 02108**

#### **PUBLIC MEETING AGENDA**

1. Call to Order
2. Introduction of Members and Attendees
3. Opening statement by the Chairman
4. Discussion of required elements of Commission Mission Statement and process for developing and approving
5. Election of Secretary and Treasurer
6. Discussion and adoption of Roberts' Rules of Order until such time as Commission procedures are adopted
7. Discussion of adoption of interim procurement and hiring rules until Commission procedures are adopted
8. Discussion of appointment of Acting/Interim Executive Director until selection of Executive Director
9. Discussion of approval for Acting/Interim Executive Director to approve start-up expenditures for normal and necessary business expenses, equipment, space, and payroll needs to be later ratified by the Commission.
10. Discussion of immediate needs hire of Executive Assistant, Chief Fiscal Officer, Director of Communications, and other staffing
11. Discussion and assignments of Commission statutory tasks and constituency outreach
12. New Business reserved for topics the Chair did not anticipate at the time of posting
13. Next Meeting (if date known)