Sample Board Meeting Agenda

TO SUPPORT BOARD ENGAGEMENT AND DISCUSSION

Date:

Location:

1. Welcome and Brief Announcements Board Chair (10 minutes)
2. Consent Agenda Board Chair (5 minutes)

* Previous meeting minutes
* Committee reports
* Copier Lease agreement

1. Chief Executive’s Report CEO (30 minutes)

* Outcomes of new initiative
* Update on progress with collaboration project
* Priorities for upcoming quarter

1. Open dialogue – office relocation Location Comm. Chair (20 minutes)
2. Recommendation CEO (40 minutes)

* Expansion of services in new region – decision needed

1. Executive Session if needed (10 minutes)
2. Feedback on meeting Board Chair (5 minutes)
3. Adjournment

# Next Meeting

Date:

Location: