**BOARD MEETING AGENDA**

|  |
| --- |
| **MEETING DETAILS** |
| Date: Date Time: Time [ ]  AM [ ]  PMLocation: Location Dial-in Number: Dial in Number MEETING URL: Meeting URL |
| **ATTENDANCE** |
| **Attendees:** Enter Attendees' Names**Absentees**: Enter Absentees' Names |
| **ITEMS & DISCUSSION** |
|  |
| **Est. min** | **1ST ITEM: Approval of Meeting Agenda**DISCUSSION: Discussion |
| **Est.****min** | **2ND ITEM: Previous Minutes are Distributed**DISCUSSION: Discussion |
| **Est.****min** | **3RD ITEM: Old Business**DISCUSSION: Discussion |
| **Est.****min** | **4TH ITEM: Reports are Distributed**DISCUSSION: Discussion |
| **Est.****min** | **5TH ITEM: New Business**DISCUSSION: Discussion |
| **OTHER DISCUSSION** |

Other Discussion