SAMPLE CONSENT AGENDA-BOARD MEETING

BOARD OF DIRECTORS MEETING

ABC ORGANIZATION

Monday, September 20, 200X

1234 Main Street, Suite 56

City, ST  78910

1. Welcome and Invocation 8:30 – 8:40 am

2. Chairman’s Report 8:40 – 8:50 am

3. Consent Agenda (Action Needed) (Exhibit A) 8:50 – 9:00 am
   • Minutes of the July 20, 200X Meeting
   • CEO’s Report
   • Membership and Program Update and Statistics

Strategic Discussions: Presentations and Feedback 9:00 – 9:40 am

4. Strategic Planning Task Force (Exhibit B)
   • Strategic Plan: Measures of Success

5. Financial Development Committee (Exhibit C)
   • Annual Community Campaign Goal (Action Needed)

Discussion Items 9:40 – 10:00 am

6. Finance Committee (Exhibit D)
   • Revisions to investment policy

7. Governance Committee (Exhibit E)
   • Recruitment of new Board Members

8. Adjournment 10:00 am