

Non- Profit Board Meeting Agenda

Agenda

[Insert name of organization]

Board of Directors Meeting

[Insert date]

[Insert location of meeting]

For Information/Discussion

1. Call to order and instructions
2. Executive officer's report
3. Financial Report
4. Presentation on
5. Presentation on _____ and
adoption of resolution to
6. Committee Chair Reports
7. General Announcements
8. Consent Agenda (for matters requiring
little or no discussion)
 - a. Minutes of [insert date] board meeting
 - b. Write committee reports
 - c. Routine or other resolutions not
requiring board discussion
9. Executive Sesion