

Board Meeting Agenda

Date: [Insert Date]

Time: [Insert Time]

Location: [Insert Location]

Agenda Items

1. Call to Order
2. Approval of Previous Meeting Minutes
3. Financial Overview
4. Strategic Planning Discussion
 - Review of Current Strategic Plan
 - SWOT Analysis
 - Setting Strategic Goals for [Insert Year]
 - Action Items and Responsibilities
5. Open Discussion
6. Next Steps & Closing Remarks

Prepared by: [Your Name]

Position: [Your Position]

Contact Information: [Your Contact Information]