

Church Governance Meeting Memo

Date: [Insert date]

To: [Insert recipients]

From: [Insert sender]

Subject: Upcoming Church Governance Meeting

Dear [Insert recipients],

This memo is to inform you of the upcoming Church Governance Meeting scheduled for [Insert date and time]. The meeting will be held at [Insert location].

The agenda for the meeting will include:

- Opening Prayer
- Review of Previous Meeting Minutes
- Financial Report
- Committees Updates
- New Initiatives Discussion
- Open Forum
- Closing Remarks

Please make it a priority to attend as your input and participation are vital for the effective governance of our church.

Thank you for your commitment and service.

Blessings,

[Insert sender's name]

[Insert sender's position]