|  |  |  |
| --- | --- | --- |
|  |  **Board Meeting To-Do** |  |
| DATE | TIME | LOCATION |
|  |  |  |
| MEETING CHAIR | EMAIL | PHONE |
|  |  |  |
| MEETING SCRIBE | EMAIL | PHONE |
|  |  |  |
| MEETING TITLE |
|  |
| SUPPORTING DOCUMENTS |
|  |
| BOARD MEMBERS |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |
| AGENDA |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
| SIGNATURE |  |  |
|  |