

SAMPLE STRATEGIC AGENDA

Board Meeting Agenda
XYZ Organization
Date and Time
Place

Our Mission:

Our Vision:

Our Values:

Commitments from prior meeting:

ITEM	RESPONSIBLE	STATUS/ACTION
WELCOME	Board Chair	
DECLARATION OF INTERESTS	As applicable	for Noting
FINANCIALS/IMPLICATIONS	Treasurer	for Noting/Discussion
BTW TALK/CHANGES TO THE STRATEGIC ENVIRONMENT	All	for Noting/Discussion
STRATEGIC ISSUES		
Request for board input on goals to which the board committed	As appropriate	for Discussion
Request for decision on goals to which the board committed	As appropriate	for Vote
Request for board input on issues of strategic nature that could impact		

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the organization	As appropriate	for Discussion
BOARD EDUCATION	Governance Committee	for Noting/Discussion
Mission		
Community		
Governance		
ITEMS OFF CONSENT AGENDA		
As required	As appropriate	for Discussion
CONSENT AGENDA (Content will vary. Typically this will include the following.)		
Attendance	Secretary	Noted
Minutes	Secretary	for Approval
Updates on goals (no issues)	Officers, ED/CEO Committee Chairs, Staff	for Noting
Correspondence	Secretary	for Noting
Publicity	CEO or PR Office	for Noting
Compliance	As appropriate	for Noting
Pro forma recommendations	As appropriate	for Affirmative Vote
DISCUSSION OF ITEMS REMOVED FROM CONSENT AGENDA		
As required	As appropriate	for Discussion/Vote
NEXT MEETING	Board Chair	for Noting
EXECUTIVE SESSION	Board Chair	for Discussion

Topics scheduled for discussion over the next few months: