# Sample Board Meeting Agenda – Simple

Meeting of the Board of Directors

June 1, 2017

Board Conference Room

189 Any Street

Anytown, USA

7 p.m.

I. Call to Order

II. Approval of Agenda

III. Approval of Minutes from the Last Meeting

IV. Executive Director’s Report

V. Review of Quarterly Financial Statements

VI. Report on Programs

VII. Fundraising Committee Report

VIII. Other Business

IX. Adjourn Meeting