



## Committee Meeting Agenda

Committee: \_\_\_\_\_

Committee Chairperson: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Location: \_\_\_\_\_

1. Call Meeting to Order - Please be sure the sign-in sheet is completed
2. Reports/ Presentations:
  - a.
  - b.
  - c.
  - d.
3. Discussion Items:
  - a.
  - b.
  - c.
  - d.
4. Recommendations:
  - a.
  - b.
  - c.
  - d.
5. Meeting Adjournment:
  - a. Time: \_\_\_\_\_