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**SAMPLE BOARD ORIENTATION AGENDA**

* Introductions & Agenda Overview
* Organization Overview
* Overview of the Board Manual
	+ Roberts Rules of Order
* Board Job Descriptions
* Roles & Responsibilities:
	+ Board
	+ Executive Committee
	+ Staff
* Overview of Board Structure and Operations
	+ Mission
	+ Key Issues
	+ Strategic Plan & Initiatives
	+ Operational and Financial Rundown
* Review of Upcoming Calendar
	+ Programs and Events
* Q & A with Returning Board Members