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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