Mock Agenda for Spring Leadership Advisory Board Meeting

Use this worksheet to make sure the objectives of the Spring meeting are met.

Date of meeting: ________________________________________________________________
Location of meeting: ____________________________________________________________
Total number of LAB members in attendance: _______________________________________
Leadership Advisory Board members present: ________________________________________

1. Call to order..............................................................................................................President

2. Read minutes from Fall meeting..............................................................................Secretary

3. Review county Extension program strategic plan
to ensure outcomes are being met..............................................................................President
   with assistance from the County Coordinator

4. Review county Extension budgets from the previous year
   and potential spending for the current year...............................................................President

5. Discuss the recruitment of new members ...............................................................President

6. Review the implementation of all programs and discuss program outcomes (if available)
   .................................................................................................................................... All CEAs

7. Discuss how to diversify and expand the program .............................................President

8. Other business as needed.........................................................................................All

9. Set date for Fall meeting.........................................................................................All