



# One-Hour Board Meeting

## Sample Agenda

<b>Part I.</b>	<b>Opening Statement</b> by Board Chair to Set Context & Focus of Meeting	5 minutes
<b>Part II.</b>	<b>Consent Agenda Items</b>	5 minutes
<b>Part III.</b>	<b>CEO Review</b> of key accomplishments against <b>Strategic Plan</b> and <b>Board Dashboard</b> Items	10-15 minutes
<b>Part IV.</b>	<b>Fiduciary, Action or Committee Item for Decisions Only</b> (No Reports; Reports Should Be Provided in Writing Only)	10-15 minutes
<b>Part V.</b>	<b>Engaging Educational, Strategic or Generative Discussion</b>	15-20 minutes
<b>Part VI.</b>	<b>Executive Session</b> with <u>and</u> without the CEO (Executive Sessions without the CEO should only be held generally to discuss 1) the CEO's performance review and compensation; and 2) the functioning of the Board. Do not meet without the CEO on credit union business or decisions.)	10 minutes

For assistance or more information on this product, contact us at: [gisele@quantumgovernance.net](mailto:gisele@quantumgovernance.net).

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# Two-Hour Board Meeting

## Sample Agenda

<b>Part I.</b>	<b>Opening Statement</b> by Board Chair to Set Context & Focus of Meeting	5 minutes
<b>Part II.</b>	<b>Consent Agenda Items</b>	5-10 minutes
<b>Part III.</b>	<b>CEO Review</b> of key accomplishments against <b>Strategic Plan</b> and <b>Board Dashboard</b> Items	15-20 minutes
<b>Part IV.</b>	<b>Fiduciary, Action or Committee Item or Decision</b> (No Reports; Reports Should Be Provided in Writing Only)	15-20 minutes
<b>Part V.</b>	<b>Engaging Educational, Strategic or Generative Discussion</b>	30-45 minutes
<b>Part VI.</b>	<b>Exercise, Guest Presentation or Small Group Discussion</b>	20 minutes
<b>Part VII.</b>	<b>Executive Session</b> with <u>and</u> without the CEO (Executive Sessions without the CEO should only be held generally to discuss 1) the CEO's performance review and compensation; and 2) the functioning of the Board. Do not meet without the CEO on credit union business or decisions.)	20 minutes

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