

Sample from St. Louis Section

**NCJW Board Meeting Consent Agenda: Date
(Date)**

1. Call to order (5:30 PM)
2. Approval of minutes (5:30 PM)
3. Any speakers or formal presentations (5:30-6:45 PM)
 - i. How to read financials (Executive Director)
 - ii. Communications Inventory (Leadership VP)
4. Executive Director's Report (6:45-7:00 PM)
5. Treasurer's Report (6:45-6:55 PM)
6. President's Report
 - a. Consent agenda for action items – items needing a vote or approval(6:55-7:00PM)
 - A.1: Acceptance of Audit from XXX (Co-Treasurers)
 - A.2: Approval of marketing calendar (Marketing VP)
 - A.3: Approval of policy on the purchase of jewelry to sell at the Shop (Retail VP)
 - A.4: Development report (Development VPs)
 - A.5: Marketing report statistics for this month (Marketing VP)
 - A.6: Community Service report (Community Service VPs)
 - A.7: SPA report (SPA)
 - A.8: President's report of current activities/involvement (President)
 - A.9: Leadership program update report (Leadership VP)
 - b. Discussion items
 - B.1: Ideas for membership events (Membership VP)(7:00-7:10 PM)
 - B.2: Resale shop strategy (Retail VP) (7:10-7:30 PM)
 - B.3: Preparation for Board Strategic Planning Retreat on Nov. 14 (Leadership VP) (7:30-7:35 PM)
 - B.4: Introduction of a new community service project (Community Service VPs) (7:35-7:50 PM)
7. Announcements (7:50-7:55 PM)
 - a. Advocacy updates (Advocacy VP)
8. Adjournment

This agenda is based on the Consent Agenda model which assumes that the executive team and the executive director will plan ahead and all reports will be included with the Board meeting agenda. It also assumes that all Board members will read their information before coming to a meeting and will ask questions for clarity prior to a meeting. It allows more time for meaty

conversations about issues that affect an organization. It depends on everyone following the time schedule.