

SAMPLE AGENDA FOR BOARD MEETINGS

Name of the Church: _____

Date: _____

Time: _____

- I. Scripture and Prayer
- II. Minutes of prior board meeting
- III. Pastor's Report
 - A. Spiritual Life of Church
 - B. Update progress report on fulfilling goals agreed on in prior meeting
 - C. Complete statistical review for month since last board meeting
- IV. Financial report - will include income and disbursements for all church accounts
- V. Discussion Items (previous and/or new)
- VI. Voting items (previous and/or new)
- VII. Set date for next meeting
- VIII. Prayer
- IX. Adjournment