

# MEDICINE HAT & DISTRICT HEALTH FOUNDATION

<b>Policy and Procedure Manual</b>	<b>Title: Structure for Board Meeting Agenda</b>	
	<b>Section: Board of Directors</b>	<b>Reference Number: I.2020.007</b>

The following framework represents the structure for the Board meeting agendas designed to facilitate the Board's Governance role in an effective and efficient manner.

1. Call to Order
2. Review and Approval of Agenda
3. Approval of Minutes of the Board
4. Special Presentations
5. Items for Board Action
6. Committee Reports
7. Executive Directors Report
8. Other Items Arising/Events
9. In Camera
10. Planning / Visioning
11. Adjournment

## Signatures/Approvals:

Chris Hellman                      Board Chair                      2020  
Name                                      Title                                      Date

Heather Bach                      Executive Director                      2020  
Name                                      Title                                      Date