

Agenda of Sample Annual Meeting Oct 12

Start: Oct 12 11:30 am - End: Oct 12 12:30 pm

Organizer: Jason Bourne

Invited: wilma flintstone, james bond

Location: The big blue room

Topics

1 Opening/Welcome *Presenter: Jason Bourne For: 5m*

2 Announcements and documents received *Presenter: Wilma Flintstone For: 5m*

N Note: in MeetingKing you can attach documents to the agenda, so everyone has the latest version.

3 Approval of minutes or previous meeting *Presenter: Jason Bourne For: 5m*

4 New busines *For: 30m*

4.a New business 1

4.b New business 2

5 Adjournment / closing *Presenter: Jason Bourne For: 5m*
