



Cooperative Extension Program
 Prairie View A&M University

Mock Agenda for Spring Leadership Advisory Board Meeting

Use this worksheet to make sure the objectives of the Spring meeting are met.

Date of meeting: _____

Location of meeting: _____

Total number of LAB members in attendance: _____

Leadership Advisory Board members present: _____

1. Call to order.....President
2. Read minutes from Fall meeting..... Secretary
3. Review county Extension program strategic plan
 to ensure outcomes are being met.....President
 *with assistance from the County Coordinator*
4. Review county Extension budgets from the previous year
 and potential spending for the current year.....President
5. Discuss the recruitment of new membersPresident
6. Review the implementation of all programs and discuss program outcomes (if available)
 All CEAs
7. Discuss how to diversify and expand the programPresident
8. Other business as needed..... All
9. Set date for Fall meeting..... All