

**Meeting Agenda Title:**

**Date:**

**Time:**

<b>Agenda Items/Description</b>	<b>Outcome: Decisions, Recommendations, Plans</b>	<b>Process</b>	<b>Person Responsible</b>	<b>Time</b>
1. Faith Sharing/Prayer				
2. Decision Items				
3. Discussion Items				
4. Reporting Items				
5. Comments				
6. Items for Next Meeting				
7. Evaluation				
8. Summary				
9. Closing Prayer				

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