

Management Advisory Board – Suggested Agenda

1. Business & Actions from Previous Meeting
2. Financial Report
3. Marketing Report
4. Sales Report
5. Customer Feedback
6. Operations Report
7. HR Report (including OH&S)
8. Business Systems Report
9. Strategy & Business Development – Progress report each month, ½ day session twice per year
10. Other Business (only matters advised prior to meeting date)
11. Confirmation of Next meeting