

SOS Weekly Meeting Sample Agenda

TIME	TOPIC	FACILITATOR
0:00 – 0:05	Shout Out/Share the Good News	Asst
0:05 – 0:15	President/CEO Review of previous week	President
0:15 – 0:40	Key Metrics Review	Asst
0:40 – 0:55	Status of Quarterly Rocks	Asst
0:20 – 0:25	Wrap up & One Word close	Asst