



Agenda Form

Agenda items are due no later than ten (10) days prior to the relevant meeting. **ALL** supporting materials (citations, photos, etc.) must be included when submitting this form to the General Manager

Director/Member: _____ **Unit #:** _____ **N or S** **Date:** _____

Title for Posted Agenda:

Est. Presentation/discussion Time Period:

Topic:

Reason:

Relation to Association Business:

Motion wording if relevant:

Est. Cost to Implement/Source of Funds:

Management needs to do research or obtain bids?

Meeting Date:

Received by: _____

Date: _____