

**NWO Executive Board Agenda**  
**September 29<sup>th</sup>, 2006; 12:30 – 2:00 pm**  
**Inverness Club, Toledo Ohio**

| Time     | Agenda Item  |
|----------|--|
| 12:30 pm | Introductions<br>Review meeting agenda<br>Begin lunch  |
| 12:45 pm | Overview of NWO – PPT by Duran and Haney during lunch<br><ul style="list-style-type: none"> <li>✚ Circulate Directory Information Sheet</li> <li>✚ Share detailed budgets for upcoming year</li> <li>✚ Share draft executive summary</li> </ul>  |
| 1:30 pm  | Roles and Responsibilities of the Board<br><b>Fall Meeting:</b><br><ul style="list-style-type: none"> <li>✚ Review the NWO Annual report and make comments on strengths and recommendations (all) send to XX to prepare a formal response (&lt; 5 pages) indicating strengths as well as recommendations regarding NWO Activities (due to XX by November 1<sup>st</sup>, and back to Haney by December 1<sup>st</sup> of each AY).               <ul style="list-style-type: none"> <li>• Need volunteer (XX) to gather &amp; prepare formal NWO Executive Board response.</li> </ul> </li> <li>✚ Establish and use NWO by-laws and policies to guide the NWO Executive Board</li> </ul> <b>Spring Meeting:</b><br><ul style="list-style-type: none"> <li>✚ Make recommendations about past and future activities and corresponding budget allocations</li> </ul> <b>Ongoing Roles &amp; Responsibilities:</b><br><ul style="list-style-type: none"> <li>✚ Generate regional support and disseminate NWO information around the Northwest Ohio Region</li> <li>✚ Become actively involved in the NWO activities of interest and/or propose new activities to lead in the future</li> </ul> |
| 1:45 pm  | <b>Open Discussion of NWO issues/activities</b><br><ul style="list-style-type: none"> <li>✚ Question &amp; Answer Session</li> </ul>   |
| 2:00 pm  | <b>Adjourn</b><br><ul style="list-style-type: none"> <li>✚ Next Meeting: May, 2007. Schedules will be requested to find a time that works best for your busy schedules.</li> <li>✚ Take Photo of NWO Executive Board</li> </ul>  |

**Materials (organized in your NWO folder):**

- ✓ NWO Brochure, Inquiry Series & Symposium Postcards
- ✓ NWO Annual Report 2005
- ✓ Draft External Evaluator Executive Summary: 2006
- ✓ Budgets (BG & Center, UT)
- ✓ NWO PPT