***Anywhere Regional Management Board Meeting***

**Date:**  **Time**: **Venue:**    **Apologies**:

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| **Time**  | **TOPIC** | **LEAD** | **Preparation/questions** | **Desired outcomes** |
| **18:45 – 19:00** | **Arrival and coffees** | **N/A** | **Please arrive on time and have some refreshments** | *We feel ready and energised for the meeting ahead.* |
| **19:00 – 19:10** | **Welcome. What’s the best thing that has happened to you since the last meeting?** | **Chair** | **Think about this question as an ice breaker to warm us up for the meeting and get to know one another.** | *We get to know one another more and feel ready to approach the meeting as a team. Anyone new can be introduced to everyone else in a relaxed way.* |
| **19:10 – 19:20** | **Share a positive netball story since our last meeting?**  | **Vice Chair** | **Think of something good in netball that has happened recently you could briefly share.** | *We get to practice the round technique and start the meeting positively.* |
| **19:20 – 19:30** | **Who has a conflict on any item?**  | **Chair** | **All members to ensure they have prepared for the topics ahead and considered if they may have any conflicts.** | *We are prepared and aware of any committee members who have a conflict and need to abstain from a decision.* |
| **19:30 – 19:40** | **Do we agree minutes from last time?** | **Chair** | **All members to have read the last minutes ahead of the meeting and brought comments, queries or amendments.** | *We do not waste time reading the minutes of the last meeting as they are fresh in our minds already and we are able to move on quickly to today’s business.* |
| **19:40 – 20:00** | **Having read the TSG reports, what do we need to decide/approve?** | **Chair** | **All committee members to have read the reports from TSG leads and come to the meeting with feedback.** | *We do not waste time reading or hearing updates and come to the meeting ready to make the decisions TSGs require.* |
| **20:00 – 20:20** | **Do we understand and approve our new governance policy?** | **Governance****Lead** | **All committee members have read and understood the Governance Lead’s update on new governance policy.** | *We have the chance to ask any questions and approve the new policy as a committee.* |
| **20:20 – 20:30** | **How do we invest surplus funds built up in 2017-18?** | **Treasurer** | **We have read the Treasurers’ report and options for use surplus funds in 2018-19.** | *We have the chance to ask any questions and agree together how to invest our resources to achieve our three-year plan’s goals.* |
| **20:30 – 20:40** | **How can we build a strong partnership with a new organisation?** | **Guest** | **We have read and researched the potential new partner/sponsor and brought our questions and ideas.** | *We agree how we would like to work with the new organisation and what we can each do to benefit the other.* |
| **20:40 – 20:50** | **Where and when is our next meeting? What should be on the agenda?** | **Chair** | **We have thought about the logistics of the next meeting and agree what should be discussed.** | *We are focused on the next meeting and our own development as a team.* |
| **20:50 – 21:00** | **What could be improved about today’s meeting? (Closing Round)** | **Chair** | **We give constructive feedback on our own performance as a committee.** | *We know next time how to make this time together effective.* |