
Meeting Name

Friday, 09.04.20XX

Attendees

Alex Genadinik, *CEO*

Joe Smith, *CFO*

Bob Smith, *CTO*

Agenda

Last Meeting Follow-up

1. Check if the deliverables from the past meeting are done.

New Business Strategy Decision 1

2. Have data presented.
3. Vote on the next steps.

New Business Strategy Decision 2

4. Begin the discussion for next year's strategies.

Notes

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Action Items

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Amendments to previous meeting's minutes

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Vote 1 Outcome

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Vote 2 Outcome

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Motion 1:

Accepted/rejected

Deliverable 1 Set:

Joe must send the report by Monday.

Deliverable 2 Set:

Bob must study industry reports and have data and strategy proposals for the next meeting.



Next Meeting Agenda Items

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