

ACE Board Retreat and Planning Session

Thursday, August 23, 2012

9am-4pm



ACE
BOARD MEETING AGENDA

TIME	ITEM DESCRIPTION	DURATION	PRESENTER	ATTACHMENT (s)/NOTES
9:00 AM-9:30 AM	Breakfast and Welcome	30 min.	B. Monary	
9:30 AM-10:15 AM	Planning Session 1 ➤ Email security ➤ Unit Modification	45 MIN	Olivia Bradley & Blanche	
10:15 AM-10:30 AM	Morning Break	15 MIN	All	
10:30 AM-11:30 PM	Planning Session 2 ➤ What did ACE do right? ➤ What can ACE improve?	1 HR	All	
11:30pm-12:30pm	Lunch	1 HR	All	
12:30pm-2:30pm	➤ Board Training	2 HR	Bradley, Anthony and Blanche	
2:30 PM-2:45 PM	Afternoon Break & Hors D'oeuvre	15 MIN	All	
2:45 PM-3:30 PM	➤ Budget ➤ Service Fee Audit	45 MIN	A Perez	
3:30 pm-4:00pm	➤ Copier Research ➤ Marketing Materials ➤ Wrap up	30 MIN	B. Booth & B. Monary	