<u>Team Agenda-Building Form – Yellowstone Presbytery</u>

Team Name:

Date / Place of Meeting:

<u>I.</u>	Logistics: Room reservations made: yes no Expense Vouchers printed off Presbytery website: yes no Everyone notified: yes no How: Past minutes distributed: yes no All Members have received a copy of the YP mission statements this year And these will be reviewed at this meeting: yes no Checked Team's budget status and projected expenses: yes no
Ш.	The Three Goals of this Team for the Year 2007 are: Priority / Key Result Area 1: Priority / Key Result Area 2: Priority / Key Result Area 3:
<u>III.</u>	Building the Agenda: Information / Input / Action a. Items arising from our Team:
	b. Items assigned from Leadership Cabinet:c. Items assigned from Presbytery Meeting / Other Teams:
	d. Ideas from Other Sources What might God be leading us to do? (from Prayerful reflection, discussion with others and Bible Study):
<u>IV.</u>	Past Actions of this Team: Person Following Up:

<u>V.</u>	Prioritize the Above. Work on / Assign Appropriate Devotion.
<u>VI.</u>	After the Meeting: c. Decisions we made:
	d. Who needs to know: And How we will communicate:
	e. Are there other teams, ministries, services in the community we should collaborate with?
	f. Who is Following Up? And By When?
	g. Items carried over to next meeting:
	e. Where we could use advice / help / resourcing: