			Allotted			Responsible Person(s)/ Follow
No.	Topic	Presenter	Time	Outcome	Action Item(s)	up
	Attendees:					
1	Agenda	Kirsti	5	Review agenda		
2	Approve Minutes	Kirsti	5	Approve Feb. Minutes		
3	Site Planning Day	Amy	10	To give any feedback on planning day		
4	Budget & Site Plan	Amy	45	To go over the draft of the 2016-17 site plan and to present the budget		
5	Close	Kirsti	5	Agenda items for next meeting		