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| **DATE:** | Thursday, March 17, 2016 |
| **TIME:** | 10:30 AM |
| **LOCATION:** | Conference Room B |

**MEETING AGENDA**

**AGENDA DETAILS**

1. **Agenda Item 1 description**
   1. Remarks
   2. Remarks
   3. Remarks
2. **Agenda Item 2 description**
   1. Remarks
   2. Remarks
3. **Agenda Item 3 description**
   1. Remarks
   2. Remarks
   3. Remarks
4. **Agenda Item 4 description**
   1. Remarks
   2. Remarks
      1. Remarks
      2. Remarks
      3. Remarks
      4. Remarks
5. **Agenda Item 5 description**
   1. Remarks
   2. Remarks
   3. Remarks
6. **Agenda Item 6 description**
   1. Remarks
      1. Remarks
      2. Remarks
      3. Remarks

[](https://www.smartsheet.com/try-it?trp=8573&utm_source=integrated+content&utm_campaign=/meeting-agenda-templates-word&utm_medium=actions+agenda+meeting+template&lx=lfXF9ZZy5hgdO7wxpbD-zw)