

Date: [Date]

Location: [Location or online meeting link]

1. Welcome and introduction

- Brief introduction of attendees
 - Review of agenda and objectives for the meeting
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2. Approval of previous meeting minutes

- Review and approval of minutes from the last fundraising committee meeting
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3. Financial report

- Presentation of the financial report, including revenue, expenses, and fundraising goals progress
 - Discussion on fundraising performance and any necessary adjustments
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4. Updates on fundraising initiatives

- Review of ongoing fundraising campaigns, events, and initiatives
 - Progress updates on grant applications, sponsorships, and donor cultivation efforts
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5. New fundraising ideas and opportunities

- Brainstorming session for new fundraising ideas and strategies
 - Discussion on potential partnerships, sponsorships, or fundraising events
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6. Donor engagement and stewardship

- Review of donor engagement activities and stewardship efforts
 - Discussion on ways to enhance donor relationships and increase donor retention
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7. Upcoming events and action items

- Overview of upcoming fundraising events, deadlines, and action items
 - Assignment of tasks and responsibilities to committee members
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8. Other business

- Any other business or topics relevant to fundraising efforts
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9. Next meeting date and adjournment

- Confirmation of the date, time, and location of the next fundraising committee meeting
 - Adjournment of the meeting
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Notes: This is a sample agenda template and should be customized based on the specific needs of your fundraising committee.
