

REPORT TO THE PAR-B.C. BOARD OF DIRECTORS

ASSN: _____

MEETING: _____

REP: _____

DATE: _____

LOCATION: _____

Brief Overview of the Organization: _____

Group/Key Individuals Present at meeting, Notable Absences: _____

Overview of Meeting: _____

- Highlight key issues as they relate to PAR-B.C. core competencies and activities.
- Highlight PAR-B.C. representatives contribution at the meeting.

Summary: _____

- Take home message
- Areas PAR-B.C. should monitor
- Areas where PAR-B.C. action is required

Required PAR-B.C. Action/Follow-Up: _____