**(Name of Facility) Family and/or Resident Council**

**Meeting Agenda**

**(Date & Time of Meeting)**

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| **Topic** | **Time** |
| 1. Welcome and sign-in (for emails), land acknowledgment, introductions and opening remarks |  |
| 1. Review and approval of agenda | 5 min |
| 1. Review and approval of last meetings minutes | 5 min |
| 1. Deferred discussion items (or discussion on outstanding items) | 10 min |
| 1. Topics for discussion (or care community updates and new items for discussion) | 30 min |
| 1. Celebrate council through stories (or council member dialogue and story sharing) | 5 min |
| 1. Wrap-up and next steps | 5 min |

(Time allotments are suggestions only and can be adjusted to suit your Councils needs)