

Marketing Advisory Panel Meeting Minutes

Date	_____
Time	_____
Location	_____
Facilitator	_____

Attendees

- _____
- _____
- _____
- _____

Apologies

- _____
- _____

Agenda

1. _____
2. _____
3. _____

Discussion & Outcomes

1. **Agenda Item 1:** _____
Discussion Points: _____
Actions: _____
2. **Agenda Item 2:** _____
Discussion Points: _____
Actions: _____

Decisions Made

- _____
- _____

Action Items

Task	Owner	Deadline
_____	_____	_____
_____	_____	_____
_____	_____	_____

Next Meeting

Date: _____

Time:

Location:
