

Startup Board Meeting Minutes

Date:

Time:

Location:

Chairperson:

Attendees

Absent:

Agenda

1.

2.

3.

Discussion & Decisions

1. **Agenda Item 1:**

2. **Agenda Item 2:**

3. **Agenda Item 3:**

Action Items & Owners

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Next Meeting

Date:

Proposed Agenda:

Minute taker:

Approval (Chairperson):