**Region Meeting Working Agenda**

\*Region Director is MC for meeting

\*Estimated total time for Region meeting should be 6-8 hours

* Welcome and Opening Remarks – Region Director / Host State Chair (10-15 min)
  + Pledge
  + Prayer
  + Creed
* ANCW Business – ANCW President Elect (30-60 min)
  + ANCW update (20-30 min)
  + Discussion with region members (20-30 min)
* ANCW Committee Chair Update (10-15 min each committee)
  + Have each ANCW Committee member provide update on workings of their committee
  + (Also solicit new committee member participation)
* State Reports (10-15 min each state)
  + State presidents highlight the state cattlewomen association events
* ANCW Business meeting - ANCW President-Elect (30-45 min)
  + ANCW President-Elect provides job description of Region Director and committee members prior to all elections
    - Meeting attendance, travel requirements, roles and responsibilities, etc.
  + Election of Region Director (if applicable)
  + Election of new committee members from region
    - Invite all new committee members to Summer Business Meeting
  + Establish region meeting host state, potential location, and dates for the following year
    - (To be approved by the Executive Committee at Summer Business Meeting)
* Speaker/Workshop – to be decided by Region Director/Host State (2-4 hours)
  + Ideas – ANCW speaker list/workshop list
    - Examples: How to run a meeting / How to host a WIRED /WILD training
  + Speaker must be approved by ANCW Executive Director
  + If there is an ANCW Region Meeting sponsor, they must be given 15-30 minutes of speaking time

**Notes**

* Must have minutes of all elections, attendance, and business of each Region meeting
  + Send minutes to ANCW Executive Director at executivedirector@ancw.org
* Suggested: ANCW President Elect and Region Director – host mini-reception in room for state presidents and state presidents-elect to get to know each other