**AGENDA  
  
8:30-9:00   
Registration, coffee, “Find someone who…”  
  
9:00   
Welcome and Introductions  
Fiscal Responsibilities of Boards and Trustees  
Key Terms   
  
10:15   
Break   
  
10:30   
Budgeting Basics   
Key Financial Statements   
  
12:00-12:45   
Working Lunch   
  
12:45   
The 990   
  
1:15   
Policies, Practices, Internal Controls   
  
2:45   
Q&A, Wrap up, Evaluations**