

Sample Meeting Agenda

• CEO welcomes employees and endorses campaign. Labor Representative endorses campaign (if appropriate).	2 minutes
• United Way speaker makes presentation and shows United Way video.	11 minutes
• Employee who has benefited from a United Way agency, toured a United Way agency, and/or an employee that is a United Way Allocation Panel Volunteer speaks.	2 minutes
• Employee Campaign Coordinator distributes pledge forms, answers any questions and “asks” for the pledge.	3 minutes
• Employee Campaign Coordinator collects pledge forms and thanks employees.	2 minutes
	<hr/> 20 minutes

If you have questions or want to arrange for a video and/or a speaker please call United Way at 547-2581.

**UNITED WE FIGHT.
UNITED WE WIN.**

LIVE UNITED