|  |  |  |
| --- | --- | --- |
| **Status Meeting Agenda** | **Project Name:** |  |
| **Date:** |  |
| **Time:** |  |
| **Invitees:** |  |
| **Agenda Items** |
| **Meeting Objective:** Topics to cover: 1. Item 1
2. Item 2
3. Item 3
* Detail
* Detail
1. Item 4
2. Status Updates on Action Items:
* Update 1
* Update 2
* Update 3
* Update 4
* Update 5
 |
|  |

Tired of working with meeting agendas and meeting minutes manually? Status.net is a modern solution to share regular updates and gather insights automatically.

Status.net allows your team to share meeting summaries, discuss agendas, and send mass notifications, all with scheduled auto reminders.

[Click here to try it now for free](https://app.status.net/g/signup/plus/?utm_source=templ&utm_medium=status-meeting-2).