

<p><b>Goal</b></p> <p>Why does this Board exist?          What does it contribute to the success of the company?          What do you want out of it as (a) founder(s)?</p>	<p><b>Tasks</b></p> <p>What does the Board do?          What recurring tasks are there?          How does it add value?</p>	<p><b>Roles / Members</b></p> <p>Who is in the room?          What do we expect of each member?          How is the board organizing its collaboration, are there any committees?          Who is responsible for what?          What capabilities are present?          What personal working styles / preferences are there?</p>	<p><b>Before</b></p> <p>What are the prerequisites for a good Board Meeting?          How do we ensure that we are ready to work as a Board?          The magic is in the beginning!</p>	<p><b>Culture / Atmosphere</b></p> <p>How do we want to work together?          What Atmosphere would you like to have?          Which rituals are we using to live our culture?          When do we meet as humans, outside of our roles?</p>
	<p><b>Governance</b></p> <p>Are there any contractual obligations?          How does governance work?          How decides?</p>		<p><b>After</b></p> <p>How do we learn and improve?          Who provides feedback to who?          What do we need as a result?</p>	
<p><b>Setting / Place</b></p> <p>Are we meeting in person or remote?          How do we create a setting that enables everyone to contribute?          Is there enough social / personal connection time?</p>		<p><b>Cadence / Time</b></p> <p>How often do we meet?          Are the meetings blocked in everyones calendar?          For how long and with how many breaks?</p>		