

Serving Alcohol Responsibly

Serving Alcohol Responsibly – Meeting Format

Activities and Agenda

Thursday, November 20

Day 1

9:00 – 9:30	Breakfast and Introductions <i>NRAEF Boardroom</i>
9:30 – 10:00	Review agenda Brainstorm topics Define target audience <i>NRAEF Boardroom</i>
10:00 – 12:30	<u>Breakout Sessions</u> Group 1: Boardroom Group 2: Guest Conference Room
12:30 – 1:30	Lunch <i>NRAEF Boardroom</i>
1:30 – 4:00	<u>Resume Group work</u> Group 3: Boardroom Group 4: Guest Conference Room
4:00 – 4:30	Closing <i>NRAEF Boardroom</i>
5:30 – ?	Dinner

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Friday, November 21

Day 2

9:00 – 9:30	Breakfast <i>NRAEF Boardroom</i>
9:30 – 10:30	<u>Resume group work:</u> Review and finalize content Assess adequacy
9:30 – 10:00	Groups 1 & 2 <i>Same location as Thursday</i>
10:00 – 10:30	Groups 3 & 4 <i>Same location as Thursday</i>
10:30 – Noon	<u>Group Presentations</u> Groups 1 & 2 <i>NRAEF Boardroom</i>
Noon – 1:00	Lunch <i>NRAEF Boardroom</i>
1:00 – 4:00	<u>Group Presentations</u> Groups 3 & 4 <i>NRAEF Boardroom</i>
4:00 – 4:30	Closing – <i>NRAEF Boardroom</i>