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## Monthly Energy Team Meeting Agenda

Date:

Attendees: Energy \_\_\_\_\_, Leadership \_\_\_\_\_,

Production \_\_\_\_\_, Engineering \_\_\_\_\_

Maintenance \_\_\_\_\_, Financial \_\_\_\_\_, Other \_\_\_\_\_

1. Weekend Energy Audit Review
2. Energy Meters Review
3. YTD and Prior Month Performance Review
4. Review Energy Project Status and Schedules
5. Update Energy Project Plans
6. Discuss Conservation Ideas and input in project database for large projects
7. Review open assignments
8. Schedule follow up items and next meeting

Notes: