

2026 Extension Foundation Staff Retreat

[AC Hotel Ann Arbor Downtown](#), Ann Arbor, Michigan

Meeting Rooms: Executive Board Room & 6th Floor Hosting Suite

Agenda Subject to Change

Monday, July 20

	Travel Day - Coordinate Ground Transportation <i>6th Floor Hosting Suite available for early arrivals if needed</i>	
9:00 AM	ELT Meet - Executive Board Room	2 1/2 hrs.
12:00 PM	<i>Lunch</i>	60 min.
1:00 PM	Expanded ELT Meet - Executive Board Room	4 hrs.
5:00 PM	All Attendees Gather (dinner on your own)	

Tuesday, July 21

7:30 AM	<i>Breakfast (provided)</i>	55 min.
8:25 AM	Opening Announcements	5 min.
8:30 AM	Opening Session with our CEO	30 min.
9:00 AM	<i>Break</i>	15 min.
9:15 AM	Fun marketing game activity	60 min.
10:15 AM	<i>Break</i>	15 min.
10:30 AM	Deep thought marketing activity (Internal messaging)	75 min.
11:45 AM	<i>Break before Lunch</i>	15 min.
12:00 PM	<i>Lunch (provided)</i>	60 min.
1:00 PM	Story as a Medium	45 min.
1:45 PM	<i>Break</i>	15 min.
2:00 PM	Breakout Topics: (choose one) • Finance Processes and Procedures • Partnership Cultivation and Retention • Wildcard Topic (TBD)	75 min.
3:15 PM	<i>Break</i>	15 min.
3:30 PM	Position EXF as a National Leader	75 min.
4:45 PM	Wrap-up the Day	30 min.
	<i>Dinner on your own</i>	
7:30 PM	Family Game Night (optional)	

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Wednesday, July 22

7:30 AM	<i>Breakfast (provided)</i>	55 min.
8:25 AM	Announcements	5 min.
8:30 AM	New Finance System & Other Updates	30 min.
9:15 AM	<i>Break</i>	15 min.
9:30 AM	Walk over to Menlo (walkable 5 min., .2 miles)	15 min.
9:45 AM	Menlo Innovations ³ ● 9:45 - welcome, intro ● 10:00 - daily stand-up observation, tour ● 11:15 - Menlo conference room for debrief ● 11:45 - finish initial debrief	120 min.
11:45 AM	<i>Back to the hotel</i>	15 min.
12:00 PM	<i>Lunch (provided)</i>	60 min.
1:00 PM	Takeaways & Action Discussion (Pair Share Exercise)	75 min.
2:30 PM	<i>Break - mix and mingle</i>	30 min.
3:00 PM	Create Personal Action Plans	60 min.
4:00 PM	Closing Reflections	30 min.
4:30 PM	Wrap-up the Day	15 min.
5:40 PM	Group Dinner at 6 PM - Union Rec (walkable, .6 miles)	

Thursday, July 23

	Travel Day - Coordinate Ground Transportation	
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