CRO Bi-Weekly

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☐ **Action item follow ups**

Summary:

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Next Steps:

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☐ **Annual planning**

Summary:

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Next Steps:

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☐ **Team org / hires**

Summary:

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Next Steps:

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☐ **New onboarding portcos - off-boarding portcos**

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Next Steps:

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☐ **Portcos check in (velocity/ high level/ etc?)**

Summary:

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Next Steps:

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☐ **Issues to keep an eye on**

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Next Steps:

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☐ **Changes that would affect the team**

Summary:

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Next Steps:

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☐ **Efforts outside of CRO**

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Next Steps:

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☐ Tests that do well - what is great and why?

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Next Steps:

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☐ General buy in on - what are we doing to socialize? What is the impact on bottom line?

Summary:

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Next Steps:

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☐ Priorities

Summary:

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Next Steps:

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☐ Outstanding items

Summary:

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Next Steps:

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☐ Action items

Summary:

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Next Steps:

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