Tasklight
BUSINESS ADVISORY

Reclaim Your Time.
Refocus Your Team.
Reignite Your Growth.

# THE OWNER'S WORKBENCH

A weekly working group for owners who need structure, feedback, and follow-through.

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| WHO IT IS FOR | **Owners or key operators of established small companies.**<br>Typical fit: $250K-$2M revenue; 1-25 employees; operating business; owner still central to decisions and follow-through. |
| WHAT MEMBERS GET | • Clear priorities<br>• Better follow-through<br>• Honest owner feedback<br>• Other owners who get it<br>• Better decisions from simple numbers<br>• More control over the business |
| WHAT WE DO | Meet weekly by Zoom in a facilitated, structured working session. Review what matters, look at simple business numbers, work through real issues, and commit to next actions.<br>**Not networking. Not referrals.**<br>**Not classroom training. Not casual discussion.** |
| REQUIREMENTS | • Attend consistently<br>• Come prepared<br>• Share real issues<br>• Protect confidentiality<br>• Give useful feedback<br>• Receive feedback directly<br>• Follow through |

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| FORMAT | Weekly by Zoom \| 60 minutes \| 4-6 owners \| Hard Start/ Hard Stop |
| COST | $300/month \| Founding group pricing available by invitation |
| COMMITMENT | 3 months initial \| then month to month \| automatic payment |

**Show up once a week. Work on the business. Get challenged.**
**Make decisions. Commit to action. Get back to work.**

# WHAT HAPPENS DURING THE HOUR

## 7:30–8:30 AM | Zoom | Hard start. Hard stop.

| Time | Action | What it means |
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| 5 Min | GOOD NEWS | One personal or business win from each member. Quick round robin. |
| 15 Min | CHECK THE BUSINESS | Report 2–3 KPIs, progress on 90-day priorities, and whether last week's commitments were completed. |
| 35 Min | WORK THE ISSUES | Prioritize the most important problems and use the experience of the group to work through them. |
| 5 Min | COMMIT & CLOSE | Each owner states what they will do before next week and rates the meeting. |

## How we work an issue

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| 1 STATE IT | Explain the issue in three sentences or less. |
| 2 CLARIFY IT | The group asks questions until the real issue is understood. |
| 3 RECOMMEND | Members share relevant experience, ideas, questions, and perspective. |
| 4 COMMIT | The owner decides what they will do next.<br>That becomes a commitment for the following week. |

**You do not need to arrive with a scorecard or operating system already built. We will establish the few numbers and priorities that matter for your business as we go.**