**MEETING AGENDA**

**Date:**

**Time:**

**Location:**

**CALL TO ORDER**

**MEMBERS IN ATTENDANCE:**

**MEMBERS NOT IN ATTENDANCE:**

**APPROVAL of MINUTES FROM:** Motion was made by [name], and seconded to approve the minutes of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_ [date] meeting. **Motion carried.**

**OLD BUSINESS:**

*
*
*

**REPORTS**

* **Treasures Report:**
* **Committees:**
* **Training Officer:**
* **Other:**

**NEW BUSINESS**

*
*
*

**PRESENTATIONS**

*

**ANNOUNCEMENTS AND GOOD OF THE ORDER**

* Round Table Discussion:
* Next Meeting Date:
* Other:

**ADJOURNMENT:** The meeting was adjourned at \_\_\_\_\_\_\_\_\_\_\_\_\_\_[time].

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary Signature Date