

# Chapter Minutes Form

Chapter: \_\_\_\_\_

Date: \_\_\_\_\_

Location: \_\_\_\_\_

Participants: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Items of Discussion:

1. Presidents Report: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Treasurers / Membership Report: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Events Updates: \_\_\_\_\_

---

---

---

---

---

---

---

---

---

---

4. Communications Report: \_\_\_\_\_

---

---

---

---

---

---

---

---

---

---

5. Other News/ Ideas: \_\_\_\_\_

---

---

---

---

---

---

---

---

---

---