

CHS CLUB/CLASS MEETING MINUTES

Club Meeting Minutes for _____

Club/Class Name

Date of Meeting _____

Start Time _____

Called to Order by _____

Attendance (specify names)

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Old Business

New Business

Motions

1. _____
_____ (Specify, include dollar amount if applicable)

Made By: _____ Seconded by: _____

Vote: _____ ayes _____ nays

2. _____
_____ (Specify, include dollar amount if applicable)

Made By: _____ Seconded by: _____

Vote: _____ ayes _____ nays

3. _____
_____ (Specify, include dollar amount if applicable)

Made By: _____ Seconded by: _____

Vote: _____ ayes _____ nays

4. _____
_____ (Specify, include dollar amount if applicable)

Made By: _____ Seconded by: _____

Vote: _____ ayes _____ nays

Motion to Adjourn

Made by: _____ Seconded by: _____

Adjournment Time _____ Club/Class Secretary's Signature _____