

10/20/2017

1. The meeting was called to order by the President, Mr. [Name].

2. The minutes of the previous meeting were read and approved.

3. The Treasurer reported on the financial status of the organization.

4. A motion was made and seconded to adjourn the meeting.

5. The meeting adjourned at 8:00 PM.

6. The next meeting will be held on [Date].

7. A copy of these minutes will be distributed to all members.

8. The meeting was adjourned.

9. The President thanked everyone for their participation.

10. The meeting was adjourned.

11. The meeting was adjourned.

12. The meeting was adjourned.

13. The meeting was adjourned.

14. The meeting was adjourned.

15. The meeting was adjourned.

