

The \_\_\_\_\_ meeting of the \_\_\_\_\_  
Month Club Name

Was called to order by \_\_\_\_\_ at \_\_\_\_\_  
Member Name Time

It was located at \_\_\_\_\_, with \_\_\_\_\_ members and \_\_\_\_\_ leaders.

Visitors included: \_\_\_\_\_

**The following is a further report of the meeting: (Please print clearly)**

**Business:**

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**Educational/Recreational:**

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The next meeting will be held on \_\_\_\_\_ at \_\_\_\_\_ and will be  
Date Time  
 located at: \_\_\_\_\_ Meeting adjourned at \_\_\_\_\_  
Time

Report submitted by: \_\_\_\_\_ Date Submitted \_\_\_\_\_  
Member

**Club Requirements:**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Plan of Work   | <input type="checkbox"/> Health/Safety Program | <input type="checkbox"/> Topsham Fair      |
| <input type="checkbox"/> Elect Officers | <input type="checkbox"/> Promotional Activity  | <input type="checkbox"/> Community Service |

Date Received by Office: \_\_\_\_\_