ATTENDANCE:

🞏 \_\_\_\_\_\_\_\_\_\_\_\_\_, President 🞏 \_\_\_\_\_\_\_\_\_\_\_\_\_, Vice President

🞏 \_\_\_\_\_\_\_\_\_\_\_\_\_, Secretary 🞏 \_\_\_\_\_\_\_\_\_\_\_\_\_, Treasurer 🞏 \_\_\_\_\_\_\_\_\_\_\_\_\_, ASB Rep. 🞏 \_\_\_\_\_\_\_\_\_\_\_\_\_, Advisor/Coach

1. **Call to Order** at \_\_\_\_\_\_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. **Pledge of Allegiance** (led by Vice President)
3. **Officer Reports** (unique to your club)
	1. Treasurer’s Report by \_\_\_\_\_\_\_\_\_\_\_\_\_\_ - $ \_\_\_\_\_\_\_\_\_

(freshmen typically start with a balance of $0)

* 1. ASB Rep – (Reports information from ASB General Meetings)
1. **Old / Unfinished Business (Record motions & pass/fail status)**
	1. Fundraiser/Activity Status (Have fundraisers been closed out and all documentation turned in to ASB secretary? Are there any issues or resolutions that need to be passed?)

Item: \_\_\_\_\_\_\_\_\_\_\_\_\_ Presented by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ passed \_\_\_\_\_ fail \_\_\_\_\_

1. **New Business**
	1. **Fundraising & Purchases** (record motions to approve and pass/fail status)

Item: \_\_\_\_\_\_\_\_\_\_\_\_\_ Presented by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ passed \_\_\_\_\_ fail \_\_\_\_\_

* 1. **Activities** (any activities such as dances you are planning, record motions to approve and pass/fail status)

Item: \_\_\_\_\_\_\_\_\_\_\_\_\_ Presented by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Motion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ passed \_\_\_\_\_ fail \_\_\_\_\_

* 1. **Brainstorm** (ideas for the future)
		1. In Homeroom groups fundraising ideas. Turn paper with ideas and Homeroom advisor name into your club 0fficials today.
1. Adjourned at \_\_\_\_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signatures**

Club Secretary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Club Advisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_