

Student Council or Club Meeting Minutes

. tunic of Club:				
Meeting Date:	Me	eting Time:	Loc	ation:
Kind of Meeting (circle	e one):	Regular	Special	Other
The meeting was called	d to order by:			
The minutes of the me	eting dated		were read and	d approved (corrected and approv
Presiding Officer:				
Roll Call by:				
of Members Present:	:	# of Members Abse	nt:	
Meeting Atte	endees (attach sepa	rate list):		
The following purchas	e orders were appr	roved (list below or	attach separate list)	······································
Purchase Order Number	Vendor Name	Amount	Club	Purpose of Expenditure
Motion by:			Second by:	
-	Number For:		-	
The following invoices	s were submitted fe	or payment (list belo	ow or attach separat	te listing):
Check Number	Payable To	Amount	Club	Purpose of Expenditure

Motion by:	S		
Vote Count <u>:</u>	Number For:	Number Opposed:	
Other motions:			
Motion by:	Second by	-	
Vote Count:	Number For:	Number Opposed:	
Communication and F	Reports:		
Old Business	s:		
New Busines	ss:		
Unfinished I	Business:		
Announceme	ents:		
Submitted by	y:		
ASB Secreta	ıry:		
		(Signature and Date)	
ASB Club A	dvisor:	(Signature and Date)	
Forwarded to ASB St	udent Council Minutes on:	D	-
Signed official conver	lecad in hinder for official	record on:	
Signed official copy p	naced in Dilider for Official	Date	