



Meeting Minutes with Finances

Return to the Activities Office within one (1) day of meeting.
Must accompany vouchers for all expenditures.

Meeting Date:	Meeting Time:	Location:
The meeting was called to order by	The minutes approved on the meeting dated _____ were: <div style="text-align: center; margin-left: 40px;"> read and approved corrected and approved </div>	

The following invoices were submitted for payment: List below or attach separate listing.

Payable To	Amount	Purpose of Expenditure

Motion by:	Second by:	
Vote Count:	Number For:	Number Opposed:

Submitted by:	
Student Signature & Date:	Student Signature & Date:
Advisor Signature & Date	Signature Secretary: