



Chavez Collegiate High School

Associated Student Body

EXECUTIVE COUNCIL – MEETING MINUTES

MEETING DATE: _____ MEETING TIME: _____ LOCATION: _____

PRESIDED BY: _____

The minutes of the meeting dated _____ were read and approved (corrected & approved).

Communication & Reports:

Old Business:

New Business:

The following were approved ACTIVITY REQUESTS: *Attach a separate listing if necessary*

CLUB	ACTIVITY	PURPOSE	DATE(s) OF ACTIVITY	LOCATION

Motion by: _____ Second by: _____

Vote Count: _____ Number For: _____ Number Opposed: _____

The following were approved PURCHASE REQUISITIONS:

CLUB	VENDOR	AMOUNT	PURPOSE	Meeting Minutes Attached	PO #

Motion by: _____ Second by: _____

Vote Count: _____ Number For: _____ Number Opposed: _____

ASB President (x) _____ ASB Advisor (x) _____

Members Present: Each ASB Executive member is required to sign individually for motions and approved requisitions.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____