

Northern Adirondack Central School

Meeting Minutes

I. Call to order

_____ called to order the regular meeting of the
_____ at _____ on _____ in _____.

II. Roll call

_____ conducted a roll call. The following persons were present:

III. Approval of minutes from last meeting

_____ read the minutes from the last meeting. The minutes were approved
as read.

- Motion to accept minutes - Name: _____
- 2nd by Name: _____
- All in Favor: Yes or No

IV. Treasurer's Report

_____ read the current financial status of the club. The balance forward from the last meeting
was _____, deposits made were _____, disbursements incurred were _____, and
the current ending balance is _____.

- Motion to accept report - Name: _____
- 2nd by Name: _____
- All in Favor: Yes or No

V. Open issues

- a) _____
- b) _____
- c) _____

VI. New business

- a) _____
- b) _____
- c) _____

VII. Adjournment

_____ adjourned the meeting at _____.

Minutes submitted by: _____

Minutes approved by: _____