**Auxiliary Agenda/Minute Form**

**Date:**   **Time**

**Presiding Officer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Members Present:**  **Guests Present:**

**Roll Call of Officers: Present/Absent Pro Tem**

**President**  n/a

**Sr. Vice President**

**Jr. Vice President**

**Secretary**

**Treasurer**

**Chaplain**

**Conductor/Conductress**

**Guard**

**Patriotic Instructor**

**Trustee 1 Yr.**

**Trustee 2 Yr.**

**Trustee 3 Yr.**

**Introduction of Guests**

**Reading and Referring of Petitions for Membership**

**Name**  **Elected**

**Name**  **Elected**

**Name**  **Elected**

**Name**  **Elected**

**Report of the Investigating Committee**

**Voting on Candidates**

**All Accepted**

**OR**

**Accepted Names**

**Rejected Names**

**Initiation Held?**

**Yes Names of Members Initiated**

**No**

**Reading of Minutes of Previous Meeting**

*Emailed? Mailed?*

**Approved as Read/Distributed**  **Approved as Corrected**

**Treasurer’s Report (Attach to Minutes)**

*The Treasurer presented the Treasurer’s Report, a copy of which is attached and made a part of these minutes.*

**Presentation of Bills**

$ to for

$ to for

$ to for

$ to for

**Reading of Official and Other Communications**

From

Regarding

From

Regarding

From

Regarding

**Reports of Committees – Standing and Special**

**Veterans and Family Support Report** **Report By:**

**Americanism Report Report By:**

**Chaplain Report Chaplain**

**Hospital Report** **Report By:**

**Legislative Report** **Report By:**

**Membership Report** **Report By:**

Current Membership %

**Scholarships** **Report By:**

**Youth Activities** **Report By:**

**Program Activities Report** **Report By:**

**Unfinished Business**

**NEW Business**

*The Auxiliary Charter was draped for* .

**Audit Report**

*Trustee read the Audit Report for the period of*

*through*  *and moved to accept the Audit Report; Seconded by*

*.*

**Motion Carried**  **Motion Defeated**

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

**1. Motion by**  **Second by**

**Motion Carried**  **Motion Defeated**

**2. Motion by**  **Second by**

**Motion Carried**  **Motion Defeated**

**3. Motion by**  **Second by**

**Motion Carried**  **Motion Defeated**

**4. Motion by**  **Second by**

**Motion Carried**  **Motion Defeated**

**Report of Trustees and Action Thereon (Motion to Pay Bills Presented)**

**Motion by**  **Second by**

**Motion**

**Motion Carried**  **Motion Defeated**

**Suggestions for the Good of the Order**

*The District President gave her remarks.*

**Announcements/Calendar Reminders**

**Meeting Closing Time:**   **Next Meeting Date:**