

\_\_\_\_\_

Date \_\_\_\_\_

## Time

link

| Time | Item                         | Lead      | Purpose (info / discuss / decide) |
|------|------------------------------|-----------|-----------------------------------|
|      | Call to order and quorum     | Chair     | Info                              |
|      | Approval of previous minutes | Secretary | Decide                            |
|      | Treasurer's report           | Treasurer | Discuss                           |
|      |                              |           |                                   |
|      |                              |           |                                   |
|      | Adjournment                  | Chair     |                                   |

## NOTES