

**Auxiliary Agenda/Minute Form**

Date: \_\_\_\_\_

Time \_\_\_\_\_

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

Members Present: \_\_\_\_\_ in person \_\_\_\_\_ Zoom/Telephone \_\_\_\_\_

Guests Present: \_\_\_\_\_

**Roll Call of Officers:**

	<b>Present/Absent</b>	<b>Pro Tem</b>
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 \_\_\_\_\_

**Program Reports / Standing and Special Committees**

**Veterans and Family Support Report**

**Report By:**

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**Americanism Report**

**Report By:**

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**Auxiliary Community Outreach**

**Report By:**

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**Chaplain Report**

**Chaplain**

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**Hospital Report**

**Report By:**

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**Legislative Report**

**Report By:**

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**Membership Report**

**Report By:** \_\_\_\_\_

Current Membership % \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Scholarships**

**Report By:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Youth Activities**

**Report By:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Program Activities Report**

**Report By:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

**Unfinished Business**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NEW Business**

*The Auxiliary Charter was draped for \_\_\_\_\_.*

**Motion Carried** \_\_\_\_\_

**Motion Defeated** \_\_\_\_\_

\_\_\_\_\_

1. Motion by \_\_\_\_\_ Second by \_\_\_\_\_

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Motion Carried \_\_\_\_\_ Motion Defeated \_\_\_\_\_

2. Motion by \_\_\_\_\_ Second by \_\_\_\_\_

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Motion Carried \_\_\_\_\_ Motion Defeated \_\_\_\_\_

3. Motion by \_\_\_\_\_ Second by \_\_\_\_\_

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Motion Carried \_\_\_\_\_ Motion Defeated \_\_\_\_\_

4. Motion by \_\_\_\_\_ Second by \_\_\_\_\_

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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.*

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**Announcements/Calendar Reminders**

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**Meeting Closing Time:** \_\_\_\_\_ **Next Meeting Date:** \_\_\_\_\_