



Club Meeting Agenda/Minutes

_____ Club of College of Marin

Meeting Agenda/Minutes

I. ORDER OF BUSINESS

a. Call to Order: Date _____ Time _____

b. Roll Call

OFFICER	PRESENT	ABSENT

c. Adoption of Agenda: _____

d. Approval of Minutes: _____

II. NEW BUSINESS (Actions May Be Taken)

a.

b.

c.

d.

e.

III. STANDING BUSINESS (Actions May Not Be Taken)

a. Officer Reports:

i.

ii.

iii.

iv.

v.

IV. Adjournment: Time

X _____
Club President/Officer/Advisor Signature (1)

X _____
Club President/Officer/Advisor Signature (1)