

Date of meeting _____

Name of committee _____ Name of Chairman _____

Volunteer hours expended since last report _____ Date of last committee meeting _____

Next committee meeting date _____ time _____ place _____

Annual budget allowed _____ Amount spent to date _____ Balance _____

Write a short summary of committee's action since last report. Attach additional page if necessary.

Describe future plans.

Committee members	Active	Inactive	Remarks

- Distribution: Copies to President, Secretary, and Committee Chairman

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