# OFFICER MEETING

**DATE:**

## CALLED TO ORDER AT:

**ROLL CALL OF OFFICERS:**

**EXECUTIVE SESSION (Recess officers meeting to go into executive session [for decorum/ disciplinary considerations] if needed)**

**Call officers meeting to order:**

MINUTES OF THE PREVIOUS MEETING READ AND APPROVED:

1st: 2nd:

**Report of Sickness and Distress:**

**Applications for membership (recommend to lodge floor only- no vote needed):**

**Report of Finances:**

**Examination of Bills (Recommend to lodge floor for payment):**

**Analysis of Sales Volume and Costs:**

**Inspections:**

**Old Business:**

**New Business:**

**Executive Session:**

**Adjournment at:**

**RESPECTFULLY SUBMITTED,**

**ADMINISTRATOR:**

**PRESIDENT:**