

Committee Monthly Meeting Report

Chair Name: _____

Committee: _____

Date & Time of Meeting: _____

Location: _____

Sisters in Attendance:

- | | |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 8. _____ |

Topics Discussed:

Jobs Assigned to Committee Members:

Name:

Job Assigned:

Deadline:

Chair Signature: _____

Date: _____