**Ladies Auxiliary VFW Meeting**

*Auxiliary Name*

*Date*

**\* Please silence your cell phones**

It has been moved and seconded that…….

* Discussion
* In favor – “Aye”
* Opposed – “No”

**\* 1 rap**

1. **Opening according to Ritual (p.\_\_\_)**
2. **Introduction of guests**
3. **Roll call**
4. **Reading of minutes** (approved – will stand approved as read…….. will stand approved as corrected)
5. **Treasurer’s report** (any discussion – will be filed subject to audit)
6. **Presentation of bills**
7. **Official and other communications**
8. **Promotion of programs/school of instruction (p.\_\_\_)**
9. **Unfinished business**
10. **New business**
	1.
	2. **Reminders –**
	3. **Guests** **to speak** –

1. **Report of trustees** (audit report – needs a motion)
2. **Suggestions for the good of the order**
	1.
3. **Closing ceremonies (p.\_\_\_)**

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|  Motions made at this meeting | Made by | Second by | Approved |
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|  Donations | To | For | Amount |
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| Reports from Program Chairmen – Information To Be Added To Year End Report |
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