Northwestern CT Community College

\_\_\_\_\_\_\_\_\_\_\_\_Club Minutes

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2019

\*\*\* Remember that you should record all votes taken and this should be turned into the Student Activity Office one your club has approved the minutes.

Attendance- Present:

-Absent:

Items discussed

Item 1: TOP NAME: Motion made by \_\_\_\_\_\_ second by \_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Motion passed/failed unanimously (or detail who voted for/against if not unanimous).

Item 2:

3. Item 3:

Announcements/general discussion to be recorded:

Adjournment: