

COMMITTEE NAME

DATE OF MEETING:

NAME OF CHAIRPERSON:

PERSON TAKING MINUTES:

MEMBERS PRESENT :

Committee decisions or actions NOT requiring Session approval:

1.

2.

3.

Committee decisions or actions which DO REQUIRE Session approval:

1.

2.

3.

NOTES:

The NEWSLETTER DEADLINE is the FIRST FRIDAY after the Session Meeting!

Who was assigned to submit content for the Web or Newsletter?