

_____ CHAPTER of C.O.P.S.

(date)

(location/address)

Business Meeting Minutes

Opening:

Meeting opened by the President at _____.

Opening Remarks/Comments by the President.

Roll Call of voting & non-voting Board Members:

Board Members (voting):

President:

Vice President:

Secretary:

Treasurer:

Board Members (non-voting):

Immediate Past President

Chaplain:

Police Liaison:

Other Attendees:

Consent of the Agenda:

Agenda was electronically forwarded to the voting & non-voting Board members and Chapter members (limited distribution) prior to the _____ Meeting. The Agenda was also made available to those attending the Meeting that did not get one electronically. Hearing no objection, the Agenda was accepted as presented.

Minutes from last meeting:

Upon approval by the Board, the Minutes of the previous meeting (_____) were electronically forwarded to the C.O.P.S. National Chapter Liaison, the NW Region Trustee, the voting & non-voting Board members and Chapter members (limited distribution), prior to the _____ Meeting. The Minutes were also made available to those attending the Meeting that did not get one electronically. Hearing no objection, the Minutes were approved as presented.

Officers' Reports:

President:

Immediate Past President:

Vice President

Secretary:

Treasurer:

Chaplain:

Police Liaison:

UNFINISHED BUSINESS:

NEW BUSINESS:

CLOSING COMMENTS/REMARKS/UPCOMING EVENTS:

The President made the following announcements:

The next Business Meeting is planned for _____ at _____, at _____ Chapter survivors are encouraged to attend.

Other announcements:

MEETING ADJOURNMENT:

Since there is no further business, a motion to adjourn was made by _____. Motion was seconded by _____. Results: No further discussion – vote conducted – motion to adjourn was accepted. The Meeting adjourned at _____

Respectfully submitted:

(signature)

(printed)

Secretary