

OCTOBER REMINDERS

- Continue campaign to collect DUES for next year in order to be 100%
- Columbus Day - October fly your American Flag
- Send VFW National Home for Children Christmas Cheer/ Health & Happiness Quota of \$.10 per Member Minimum to National Headquarters
- Third Quarter Audit covering July, August, September audit to be completed and sent into Department by November 30
- “Get out the Vote” Campaign for general election

Call to Order: Time _____ AM PM
 Inspection of Dues Cards by the Conductress - Number present _____
 Roll Call: Name substitutes as Officers fail to respond to Roll Call _____

Presentation of Colors and Ritualistic Opening

Guests: Ask Department Officers, if any, to retire. Escort with colors. Department Chairman, District and Council officers and members are introduced from their chairs.

Names and office _____

1. Reading and referring of Petitions for Membership.

Candidate	Ch	Investigating Committee Named
_____	_____	_____
_____	_____	_____

2. Report of Investing Committees _____

3. Voting on Candidates _____

4. Initiation _____

5. Reading of the Minutes of the previous meeting
 Corrections _____ Approved _____

6. Treasurer's Report Balance on hand \$ _____

7. Presentation of Bills. Total amount \$ _____

8. Reading of Official & other Communications - General Orders No. _____ MI. Messenger No. _____
 Others _____

9. Reports of Committees, Standing and Special: (Notes below on each report)

Chairman Reports

Audit Report - _____

Motion by _____ Seconded by _____ M/C or M/L

10. UNFINISHED BUSINESS

11. NEW BUSINESS:

Motion to pay Health & Happiness Quota of \$.10 minimum per member. Based on membership as of June 30th.

12. Report of the Trustees and action thereon

Trustee _____ Seconded _____ Action _____

13. Suggestion for the Good of the Order

REMARKS BY VISITORS

14. Closing Ceremonies: Date of next meeting _____