

SEPTEMBER REMINDERS

- Report of Delegates on National Convention
- Send Cancer Quota and All Department Program Donations to Department Headquarters
- Labor Day – (First Monday of the month) Patriot’s Day – September 11 Constitution Day - September 17
- National POW-MIA Recognition Day – (the third Friday of the month) – Fly your American and POW-MIA Flags
- Membership Drive

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	Investigating Committee Named
_____ Ch _____	_____
_____ Ch _____	_____

- 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:

- Reminder - Motion on Cancer Quota and Program Donations to Department
- Pow-Wow Plans

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 _____