



Board Meeting Agenda

LeTip of _____

Date: _____ Call the meeting to order (time): _____

Attendance (open to all members) *Quorum requires 4 board members in attendance*

Approve last month's Board Minutes: _____

Tip Master's Report (print/view in Wired)

Treasurer's Report

Membership Chair's Report (print/view in Wired - Guest attendance & applications)

Vice President's Attendance Report (print/view in Wired)

Old Business: _____

New Business: _____

Misc: _____

Next meeting: (announce the date, time, and location of the next board meeting)

Closed Portion: (excuse all non-board members and keep separate minutes or no details): _____

Meeting Adjourned (time): _____

The Secretary uploads the completed agenda to Chapter Documents in LeTip Wired.