**Tau Beta Sigma - Chapter**

**Chapter Meeting: January 1st, 2020**

**8:45pm**

**Present**: John Doe, Jane Doe, Jack Doe

**Absent:** Jill Doe

**Old Business:**

N/A

**President:**

* + Main Point
    - Sub Point
  + Main Point
    - Sub Point
  + Subject of Motion
    - **John** entertains the motion to \_\_\_\_\_\_\_ on Week Day, Month Day, Year [with a call time of \_\_\_\_].
      * **Jane** so moves
        + **Jack** seconds
        + Passes

**Vice President of Membership:**

* + Notes
  + Meeting or Event Date: Date and time
    - Discussion notes

**Vice President of Service:**

* + Event: Date and time
  + Main Point
    - Sub Point

**Treasurer:**

* + Balance
    - $100000.00
  + Fundraising ideas
    - Notes

**Secretary:**

* + Minutes
    - **Jack** moves to approve the minutes from January 13th, 2020.
      * **Jane** seconds
      * Passes
  + Letters
    - Jill Doe
      * **Jack** moves to accept **Jill’s** absence from the meeting on January 1st, 2020 as excused.
        + **Jane** seconds
        + Passes

**Parliamentarian:**

* + Main Point
    - Sub Point

**Historian:**

* + Main Point
    - Sub Point

**Spirit and Sisterhood:**

* + Fundraiser Week:
    - Date and time
    - Fundraiser Idea 1
    - Fundraiser Idea 2
  + Main Point
    - Sub Point

**Ritual and Regalia:**

* + Formal meeting cancelation: Article 5.02.4
    - **Jack** moves to suspend article five, section two, number four regarding having formal meeting this month.
      * **Jane** seconds
      * Passes

**Public and Alumni Relations:**

NTR

**SWD NEWS:**

* + Event coming up!
    - Date and time

**New Business:**

* + **Jack** - announcement
    - [Details]

**Jack** moves to adjourn the meeting at 10:21pm.

**Jane** seconds.

Meeting adjourned.