

**District Executive Committeeman**

**For Chapter Visit**

Chapter # \_\_\_\_\_ District# \_\_\_\_\_ Date \_\_\_\_\_

Quorum: \_\_\_\_\_ Y \_\_\_\_\_ N Updated Constitution/Chapter bylaws: \_\_\_\_\_

Number of TN Vans: \_\_\_\_\_ Volunteer Miles: \_\_\_\_\_ Volunteer Hours: \_\_\_\_\_

Number of Chapter Vans: \_\_\_\_\_ Number of Van Drivers: \_\_\_\_\_

**DAV Chapter Meeting**

**Short Form Order of Business**

1. Opening Ceremony
2. Roll Call of Officers
3. Introduction of Visitors
4. Reading Minutes Last Meeting
5. Treasurer's Report
6. Bills Against the Chapter
7. Sickness and Distress
8. Application for Membership (and action thereon)
9. Introduction New Members
10. Reading of Communications
11. Reports of Committees
12. Unfinished Business
13. New Business
14. Good of the Order
15. Memorial Ceremony
16. Adjournment with closing Ceremonies

**LAST FUND-RAISER DATE:** \_\_\_\_\_

**WHAT KIND:** \_\_\_\_\_

**NEXT PLANNED FUND-RAISER DATE:** \_\_\_\_\_

**WHAT KIND:** \_\_\_\_\_

**NEXT PLANNED EVENT:** \_\_\_\_\_

**CHAPTER GOALS:** \_\_\_\_\_