# Company Meeting Minutes

Date: _____ Company:_____

Meeting called to order at: _____ with President: _____conducting

Thought and prayer by Chaplain: _____

Quote and pledge by Parliamentarian: _____

Minutes read by Secretary: _____Yes ☐ No ☐

Approved as read: Yes ☐ No ☐ Approved with corrections: Yes ☐ No ☐

Excused Members and Associates:_____

Announcements and business:_____

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Museum business/assignment (if any): _____

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Events to plan or revisit: _____

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Minutes recorded by: _____

Meeting adjourned at: _____ Next meeting date: _____

**Information recorded at Company Board meetings to assist with Company Annual Statistical Report:**

_____ Number of camp sponsor visits since last meeting

_____ Number of new Members since last meeting and Membership Certificate received.