



Minutes of Regular Unit Business Meeting

The Disabled American Veterans Auxiliary Unit # _____, was called to order at _____ (am/pm) on _____ (day), _____ (date) by _____ (officer).

The Opening Prayer was given by _____ and the Pledge of Allegiance was led by _____.
The Purpose was given by _____. The Eligibility was given by _____.

The Auxiliary was opened for business properly coming before it. Adjutant _____ called the Roll of Officers. Those present were: Commander _____; Senior Vice Commander _____; Junior Vice Commander _____; Treasurer _____; Chaplain _____; Adjutant _____.

A quorum _____ (was/was not) present with _____ (#) members. Names of transfer members vote on: _____

Names of visitors : _____;
Names of new members who were initiated : _____.

The previous minutes of the _____ (regular, special) meeting were approved as _____ (read, corrected). The Treasurers report showed a Beginning Balance of \$ _____; Income of \$ _____; Expenses of \$ _____; Ending Balance of \$ _____.

Bills and communications presented: _____

Sickness and Distress reported: _____

Report of Committees:
Americanism: _____

Community Service: _____

History: _____

Hospital: _____

Junior Activities: _____

Legislation: _____

Membership: _____

VAVS: _____

Ways & Means: _____

Other: _____

UNFINISHED BUSINESS: _____

NEW BUSINESS: _____

Money March was held and \$_____ was received. Remarks for the good of the organization: _____

Following the closing ceremonies, _____ gave the Closing Prayer. The unit adjourned to meet again on _____ at _____ (am/pm) for the regular scheduled business meeting.

Minutes Approved on: _____ (date)
Adjutants Signature: _____ Commander's Signature: _____