

MARCH REMINDERS

ELECTION OF DISTRICT DELEGATES AND ALTERNATES (1 for every 15 members and fraction thereof)
(Must be elected 30 days prior to District Convention)
Set date for Annual Report completion and mail before April 25th

Call to Order: Time _____ AM PM
Inspection of Dues Cards by the Conductress - Number present _____
Roll Call: Name substitutes as Officers fail to respond to Roll Call _____

Presentation of Colors and Ritualistic Opening

Guests: Ask Department Officers, if any, to retire. Escort with colors. Department Chairman, District and Council officers and members are introduced from their chairs.

Names and office _____

1. Reading and referring of Petitions for Membership.

Candidate Investigating Committee Named

_____ Ch _____
_____ Ch _____

2. Report of Investing Committees _____

3. Voting on Candidates _____

4. Initiation _____

5. Reading of the Minutes of the previous meeting

Corrections _____ Approved _____

6. Treasurer's Report Balance on hand \$ _____

7. Presentation of Bills. Total amount \$ _____

8. Reading of Official & other Communications - General Orders No. _____ MI. Messenger No. _____
Others _____

9. Reports of Committees, Standing and Special: (Notes below on each report)

Chairman Reports

Audit Report - _____

Motion by _____ Seconded by _____ M/C or M/L

10. UNFINISHED BUSINESS

11. NEW BUSINESS:

Nomination and Election of District Delegates: (members in good standing)

District Delegates (1 for every 15 members or faction thereof)

Delegates Alternates

12. Report of the Trustees and action thereon

Trustee _____ Seconded _____ Action _____

13. Suggestion for the Good of the Order

REMARKS BY VISITORS

14. Closing Ceremonies: Date of next meeting _____