

ROUNDTABLE AUXILIARY MEETING OUTLINE (revised 11/16/2020)

(This meeting version includes no floor work or ritual and is designed to use members' time as efficiently as possible. *It is highly recommended that newly instituted Auxiliaries use either Traditional or Contemporary meetings for six (6) months until they become more familiar with the Ritual of the VFW Auxiliary.*)

At the wish of the Auxiliary, meetings may be conducted according to *Roberts Rules of Order, Newly Revised*, thus a Roundtable meeting is held.

The following items must be included in the Roundtable Meeting:

- Checking Dues Cards
- Roll Call of Officers
- Opening Prayer
- Pledge of Allegiance
- Minutes
- Treasurer's Report
- *Business (to include Program information)***
- Closing Prayer