

TENNESSEE DISTRICT - PILOT INTERNATIONAL

Secretary's Monthly Report

**By the 5th of each month, email to the Governor, Governor-Elect, District Secretary, and Treasurer (DAC).
Keep a copy for your club records!**

***Note: If completing Sections 1-4, you will also need to complete a Change in Membership Form which will
need to be submitted to PI Headquarters and DAC.**

Pilot Club of _____ Month _____

Business Meeting Date: _____

Program Meeting Date: _____

Attendance:

Business: _____ Guests: _____ Volunteer/Service Hours: _____

Program: _____ Guests: _____

Membership Record

Dues paying (from end of previous month) _____

New, reinstated or transferred in: + _____
(Show in section 1)

Resigned, dropped or transferred out: - _____
(Show in section 2)

Deceased - _____
(Show in Section 3)

Total dues paying members (end of month): _____

Non dues paying (from end of previous month):

50+ Year: + _____

Emeritus: + _____

Pilot Student: + _____

Resigned/Dropped/Deceased: - _____
(show in Section 2 or 3)

Total non dues paying membership (end of month): _____

Total Membership (Dues paying and Non dues paying): _____

Section 1: New, transferred in or reinstated members and their sponsor:

<u>Date</u>	<u>Name</u>	<u>Address & Phone</u>	<u>Former Pilot?</u>	<u>Sponsor</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Secretary's Monthly Report

(continued)

Section 2: Resigned, transferred out or dropped:

<u>Date</u>	<u>Name</u>	<u>Reason Given</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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Section 3: Deceased members, date of death, names & addresses of next of kin:

<u>Date of Death</u>	<u>Name</u>	<u>Next of Kin - Name and address of next of kin</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

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Section 4: List any changes of name and/or address of Pilot Members:

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Section 5: Please share any club activities, upcoming events, awards, pick me ups, projects, etc.

Section 6: Please share any Cares and Concerns regarding club, members, and/or family.

Recording Secretary

Date Completed