



FAKE ORGANIZATION MEETING AGENDA

August 27, 2022

Next Meeting: September 18, 2022

ATTENDEES

Jane Doe, Wolfie, John Doe

IMPORTANT LINKS

- [Event Planning Check-List](#) - Use this to thoroughly plan your events
- [Important Vendor Documents](#) - Use this for purchasing needs

AGENDA ITEMS

- 1. Check-In / Ice Breaker**
 - a. Highs & Lows
- 2. Unfinished Business**
 - a. Vote on September events
 - b. Homecoming Participation
- 3. Updates**
 - a. President's Report
 - i. Fall Semester Plans - what do we want to do?
 - ii. Retreat - September 4th
 - b. Treasurer Report
 - i. August Expenses
 - ii. Current Balance
 - c. Community Service Chair Updates
 - i. Upcoming service projects
- 4. Table for Next Meeting**

ACTION ITEMS

1. Submit space reservations (deadline: Sept 7) - @ Jane Doe
2. Create Ice Cream Social Flyer (deadline: Sept 1) - Wolfie