

COUNCIL MEETING MINUTES FOR

I. MEETING DETAILS

Chairperson: _____

Secretary: _____

Date: _____

Time: _____

Location: _____

Street Address: _____

City: _____

State: _____ Zip: _____

II. ATTENDANCE

III. CALL TO ORDER

IV. OLD BUSINESS

V. NEW BUSINESS

VI. OTHER ITEMS

VII. PUBLIC COMMENT

VIII. ADJOURNMENT

Minutes submitted by: _____ Print Name: _____

Approved by: _____ Print Name: _____

