



Orlando Area Council Of Beta Sigma Phi
Meeting Agenda

Reminders:

- Please turn cell phones off or to vibrate
- Be respectful of each other and do not hold side conversations when someone else has the floor

Meeting called to order at: _____ PM

- Stand and join hands for the Opening Ritual
- Pledge of Allegiance
- Establish Quorum

Review of previous month's minutes

- Did everyone receive last month's minutes?
- If no changes, etc., the minutes will stand approved as submitted.
- Otherwise, the minutes will stand approved as corrected

Official Communications from International

Unofficial Communications

Executive Board Reports:

- Vice President
 - Refreshments
 - List of Prospective Members
- Recording Secretary
- Corresponding Secretary
 - Any cards to send out from Council?
- Treasurer
 - Any outstanding receipts to be given to Treasurer

Committee Reports

- Area Conference
-

- By-Laws/Parliamentarian
-

- Directories
-

➤ Founder's Day

➤ Legacy

➤ Publicity

➤ Scrapbook

➤ Service

➤ Social Media (Facebook – Beta Sigma Phi Orlando Area Council)

➤ Sweetheart

➤ Ways & Means

➤ Website (www.bsporlando.net)

➤ Woman of the Year

Old Business

New Business

Chapter Announcements

Reminders:

- Upcoming OAC Events or other Area Luncheons
- Next Council Meeting – Date | Time | Location
- Have written copies of committee reports and/or chapter announcements available at each meeting for each chapter and each Executive Board Member
- Check Chapter mailboxes before you leave
- Check website & social media for regular updates!

Meeting adjourned at: _____ PM

Closing Ritual & Mizpah

