

**Sample A G E N D A - Business Meeting -  
A B A T E of Washington  
???? CHAPTER**

Location: Round Table- Keniwick  
Date: 6 August 2006

Start time: \_\_\_\_\_

End Time: \_\_\_\_\_

Call to Order - George  
Welcome Guest-  
Agenda Changes - George  
Coordinator Report - George  
Secretary Report - Rene'  
Accept Minutes  
Treasurer Report - Bones  
Accept Report

Coordinator: George	509-???-????
Deputy Cord: Billy	509-???-????
Secretary: Rene	509-???-????
Treasurer: Bones	

**COMMITTEE REPORTS**

Bylaws	Public Relations	Quartermaster
Legislative Affairs	Membership	Products
Newsletter	Safety & Education	Road Captain

**OLD BUSINESS**

1. Hoops for new Chapter:

a. Chapter Name:	d. Attend BOD's	g. Have Regular MTGs
b. Minutes, Roster	e. Chapter Bylaws	h. Checking Account
c. Mail Box	f. 10 Members	

2. Name of Chapter?

3.

**NEW BUSINESS**

1. First Event? Poker Ride or Party, When?

2. Promote Your Event at? (Next event)

3.

<p><b>Events:</b> State and Area Swapmeet Monroe, 10 SEP Fall Bash Zillah, 15-16 SEP ABATE Awards Banquet Oly Oct 21-22</p>
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<p>Local: Chapter Poker Run?</p>
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**ANNOUNCEMENTS**

Next Meeting: 10 September-6:30PM At?