<NAME> CHAPTER



COUNCIL MEETING AGENDA

MONTH XX, 20XX

ORDER OF BUSINESS SPEAKER

1. CALL TO ORDER President
2. ESTABLISH QUORUM Secretary/Treasurer

1. NKBA MISSION, VISION AND VALUES STATEMENT Secretary/Treasurer
2. CHAPTER MISSION STATEMENT Secretary/Treasurer
3. APPROVAL OF MINUTES Secretary/Treasurer

1. REPORTS President
   1. Programs Programs Chair
   2. Membership Membership Chair
   3. Communications Communications Chair
   4. Secretary/Treasurer Secretary/Treasurer
2. Additional Topic(s) as needed Officer
3. MEETING WRAP-UP (15min) President
4. ADJOURNMENT President