

## Oxford House Chapter Meeting Minutes - Chapter \_\_\_\_\_

Date:		Start Time:		Meeting Purpose:	
<b>Chapter Officers</b>			<b>House</b>		<b>House</b>
Chairperson					
Vice Chair					
Secretary					
Comptroller					
Treasurer					
HSC Chair					
Guests:			Absent:		
<b>Secretary Report</b>					
Approval of Minutes as Read: Y / N					
Corrections:					
<b>Treasurer Report</b>					
Beginning Balance:		Total Expenses:		Total Deposits:	
\$		\$		\$	
Ending Balance:					
\$					
Comments :					
<b>Comptroller Report</b>					
House	Bal. Dues	Bal. Loan	House	Bal. Dues	Bal. Loan
	\$	\$		\$	\$
	\$	\$		\$	\$
	\$	\$		\$	\$
	\$	\$		\$	\$
	\$	\$		\$	\$
	\$	\$		\$	\$
Comments:					
<b>Chapter Chairperson Report</b>					

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**Chapter Vice Chair Report**

**Chapter House Services Report**

**Old Business**

List Items and Action Taken:

**New Business**

Time Adjourned \_\_\_\_\_ Secretary Signature \_\_\_\_\_