

**SPORTS BOOSTERS MINUTES
(SAMPLE FORM)**

Date & Time of Meeting:

Location:

Officers Present:

Members Present:

Summary of Discussions:

**Treasurers Report: Income & Expenses
 Current Balance**

Fundraising events:

Date of next meeting:

- **All minutes must include, at a minimum, the above info.**
- **Please forward minutes to the AD's office promptly. Thank you.**

