



Committee Meeting Report

Name of committee: _____

Meeting Date: _____

Location: _____

Attendees: _____

Current Goals:

Project	Target date for completion
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

Goals achieved (what action do you want the board to take) or recommend actions to board:

1. _____
2. _____
3. _____
4. _____
5. _____