



Meeting Agenda

Attendees: Command Staff and Crew

I. Call to order

Command Crew, Call to Orders at 1600 hrs (4:00 pm)

II. Roll call

Commander Amber Sutton conducted a roll call. The following persons were present:
[Insert Names]

III. Approval of minutes from last meeting

Commander Amber Sutton read the minutes from the last meeting. The minutes were approved as read.

IV. Open issues

- a) Completed/Cancelled Away Missions
- b) Bowling Challenge Official Date Discussion
- c) Successful BBQ Event (*Unfortunate location change due to weather*)

V. New business

- a) Fireworks Stand Proposition by Executive Officer Geo West Command
- b) Chapter Christmas Gathering, Location and Gathering
- c) Discussion and listing of future Away Missions, Command Officer Challenges

VI. Adjournment

Commanding Officer requests adjourned the meeting at time.

Minutes submitted by: Commander Amber Sutton

Minutes approved by: Admiral Allen Hohensee