



STUDENT COUNCIL/ CLUB MEETING MINUTES
ATTENDANCE COVER SHEET

COUNCIL / CLUB NAME: _____

Date Meeting Was Held: _____ Time Meeting Was Held: _____

Place Meeting Was Held: _____

Print Name of Member or Guest (<i>can customize to pre-print voting member names</i>)	Present √	Voting Member (Yes/No)	Signature (*if Bylaws permit, when present by proxy, insert name of person holding proxy)
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Use additional sheets if necessary, or continue on reverse side