

**Montgomery College-Rockville Campus  
Example Club**

**Agenda**

**Meeting Details:**

Date:	<u>10/02/2008</u>
Time:	<u>10:00 AM</u>
Location:	<u>SAC</u>
Duration:	<u>1 hour</u>

**Roles:**

Facilitator:	<u>Sally</u>
Note Taker:	<u>Joe</u>
Time Keeper:	<u>Jon</u>

**Attendees:**

Sally, Joe, Jon, Betty, Sue, Jane, Prof. Jones
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**Meeting Purpose/Goal:**

To hold officer elections and begin planning Example Club event.
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<b>Duration</b>	<b>Agenda Topics</b>
15	Welcome and review of last semester Sally - Former President
10	Officer Nominations and Speeches All
5	Officer Elections Prof. Jones
20	Example Club event planning Newly-elected Events Coordinator
10	Review and Next Steps

<b>Action Item</b>	<b>Assignee(s)</b>	<b>Notes</b>	<b>Due Date</b>
Reserve SAC For Next Meeting	Betty		10/9/2008
Roles For Next Meeting	Sue (Fac), Jane (Notes), Sally (Time)		10/16/2008
Meet W/ SLS	Joe	re: budget and space	10/6/2008
Budget Request	Joe	co-sponsor = Test Club	10/13/2008