

Port Dover Yacht Club
Meeting of the First Mates Executives *Month Date, Year*

1. Call to Order:

_____ *Time*

2. Roll Call:

Present

President –

Past-President –

Vice President –

Secretary -

Treasurer –

Regalia –

Entertainment –

Newsletter -

Alternate –

Alternate -

Alternate –

Absent –

3. Approval of Minutes:

Minutes of _____ *Month Year* approved by _____ *Name*,
seconded by _____ *Name*

4. Reports:

President –

Past-President –

Vice-President –

Secretary –

Treasurer –

Regalia -

Entertainment -

Newsletter -

Additional Notes:

5. New Business:

6. Next Meeting is:

7. Meeting Adjourned:
