Student Meeting Minutes
Hillcrest High School

Club/Sport:_____

Meeting Date:_____ Meeting Time:_____ Meeting Number:_____

The meeting was called to order by: _____
(Student Representative)

The following PURCHASES were submitted for approval.

If submitting a reimbursement, the person being reimbursed is the Vendor.

Vendor	Purpose	Amount

Motion by:_____ Second by:_____

Vote Total:_____ For:_____ Opposed:_____

The following ACTIVITIES/FUNDRAISERS/DONATIONS were submitted for approval.

Request Type	Purpose	Est. Profit

Motion by:_____ Second by:_____

Vote Total:_____ For:_____ Opposed:_____

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Reports/Notes:

REQUIRED Signatures:

Advisor:_____Date:_____

Student Rep:_____Date:_____

REQUIRED Meeting Attendees: Attach roster or additional sheet with names