



\_\_\_\_\_ **Chapter, Order of DeMolay**  
**of** \_\_\_\_\_, \_\_\_\_\_

The Stated (Special) meeting of \_\_\_\_\_ Chapter, Order of DeMolay, was opened at \_\_\_\_\_ p.m. (a.m.) on the Initiatory Degree and \_\_\_\_\_ p.m. (a.m.) on the DeMolay Degree on \_\_\_\_\_, 20\_\_\_\_, with \_\_\_\_\_ in the East, \_\_\_\_\_ in the West, and \_\_\_\_\_ in the South.

Members of the Advisory Council present were: Chairman \_\_\_\_\_, Chapter Advisor \_\_\_\_\_, and DADs \_\_\_\_\_.

Officers and members were as per the register:

MC _____	Tre _____	1P _____
SC _____	Mar _____	2P _____
JC _____	Chp _____	3P _____
SD _____	Alm _____	4P _____
JD _____	SB _____	5P _____
SS _____	Ora _____	6P _____
JS _____	Org _____	7P _____

Visitors present, introduced, and greeted were: \_\_\_\_\_.

The Minutes of the previous meeting(s) were read (corrected) and adopted.

The almoner reported a total of \$ \_\_\_\_\_ in the Almoner's Fund.

Since the last Treasurer's report, the Chapter has received \$ \_\_\_\_\_ from all sources, and spent \$ \_\_\_\_\_, leaving a balance of \$ \_\_\_\_\_ on \_\_\_\_\_, 20\_\_\_\_.

It was moved by Brother \_\_\_\_\_ and seconded by Brother \_\_\_\_\_ that the bills be paid if found correct. The motion carried (was defeated).

Brother \_\_\_\_\_ reported under Sickness and Distress that \_\_\_\_\_ and appropriate action was taken.

All communications received by the Chapter were then read and included: \_\_\_\_\_.

The report of the Committee on Petitions for membership was presented. The MC gave the reports on investigation of: \_\_\_\_\_.

Petitions were read for the second time for: \_\_\_\_\_.

A Ballot was then taken for the degree of DeMolay on the Petitions of \_\_\_\_\_

The Petitions of \_\_\_\_\_  
were elected (rejected and referred to the Advisory Council for further consideration).

Petitions for the Degrees of the Order of DeMolay were presented from \_\_\_\_\_  
and were read by the MC who will refer them to a committee for proper investigation.

The MC then called for reports from the various committees: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The MC then declared the Chapter open for unfinished business, which included:  
(include names of candidates receiving degrees and Brothers passing proficiency  
examinations. Degree teams optional.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The MC then declared the Chapter open for new business which included: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reports and announcements for the good of the Order were made regarding \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

No further business appearing, the receipts of session were reported and the Minutes  
were read and approved as read (corrected). The MC then closed the Chapter in regular  
form at \_\_\_\_\_ p.m. (a.m.)

Respectfully submitted,  
  
\_\_\_\_\_  
Scribe

Approved,  
  
\_\_\_\_\_  
Master Councilor