

Bethel Meeting Minute Form

This form is NOT intended to replace written minutes. It is for taking notes during the meeting.

Minutes of _____ meeting of Bethel _____ of _____
held on _____. Officers, members and Bethel Guardian Council members
present as per attendance register. _____, presided.

Escort, Introductions and Honors

You may read the names when you read the minutes or you may say - "These Escort, Introductions and honors have been approved for accuracy by the Guardian Secretary". Names must be listed in the minutes:

1. Honored Queens: _____
2. Past Honored Queens: _____
3. Visiting Princesses: _____
4. Miss International JD: _____
5. Supreme Bethel HQ: _____
6. SB Officers & Reps: _____
7. Miss KS JD: _____
Jr. Miss KS JD: _____
8. GB Honored Queen: _____
9. GB Officers & Reps: _____
10. Miss Jurisdictional (BUS): _____
11. Jurisdictional Bethel HQ: _____
12. Jurisdictional Bethel Officers: _____
13. Visiting JD: _____
14. Majority Members: _____
15. SG & ASG: _____
16. GG & AGG: _____
17. JG & AJG: _____
18. Grand Master of Masons: _____
19. Worshipful Masters: _____
20. Others: _____

Special Dispensation: Read

Yes	No
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Roll Call Read

Yes	No
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Report of Ballot on Petition: Read for whom: _____

Ceremony: Initiation for whom: _____

Majority for whom: _____
Obligation: _____

Reading of the minutes: Read for which meeting: _____

Treasurer's Report: Balance in treasury: _____

Communications: _____

Petitions for Membership: Read for whom: _____

Reports: _____

Unfinished Business: _____

New Business:

Receipts of the meeting:

Bills:

It was moved by _____
and seconded to pay the bills totaling - \$ _____

Librarian's Report:

Mothers' Fathers' &
Guardian's Prayer & Song

Good of the Bethel

Introduction of parents
of new members:

Installation of Bethel
Officers:

Installation of BG Council:

Proficiency Lessons
Examination:

Presentations:

Remarks:

Coin March:

Collected : \$ _____

Closing Ceremony:

Respectfully submitted:

Bethel Recorder

Honored Queen