

Committee Minutes

Good Shepherd Lutheran Church

Committee: _____ Date: _____ Scribe: _____

Who was present?

What was the agenda? (Please attach as applicable.)

What events has the committee planned? What are the details? Who is taking leadership?

Who will take photographs and send them to the Parish Coordinator?

What does the congregation need to know? Who is in charge of providing information/writing articles for the newsletter about events?

Has the committee passed any motions for the Congregation Council to consider? If so, write them here (or attach them).

What other decisions or discussions need to go on record?

When will the committee meet again?

Please deliver this completed document (or typed minutes) to the GSLC Parish Coordinator, Barbara Hunter -- barbara@gslc.com, by noon on the Thursday before council meetings.