



## **SAMPLE ELECTION MEETING MINUTES FORM**

Student Organization Name			
Minutes of meeting held on:			
Present:			
reserre.			
Meeting called to order at	am/pm by		
	Name of President		
Mation to anon nominations for Drasidant made by			
Seconded by	Vote: For	Against	
Motion to open nominations for President made by			
Motion to close nominations made byElection for President	, seconded by		
Candidate		- # of votes	
Candidate		- # of votes	
Candidate			
<del></del>		is elected President.	
Notion to onen nominations for Vice Duccident mode	h		
Motion to open nominations for Vice President made Seconded by	Vote: For	Against	
Nominations for Vice President:	vote. I oi		
_ Motion to close nominations made by	sacandad	by	
Election for Vice President	, seconded		
Candidate		# of votes	
Candidate		# of votes	
Candidate		# of votes	
		is elected Vice President	
Motion to open nominations for Treasurer made by			
Motion to open nominations for Treasurer made by Seconded by	Vote: For	Against	
Nominations for Treasurer:			

Motion to close nominations ma	ıde by	, seconded by	
Election for Treasurer	•	· ·	
Candidate			# of votes
Candidate			
Candidate			# of votes
		is elected Treasurer.	
Motion to open nominations for Seconded by	Secretary made by _		
Seconded by		Vote: For	Against
Nominations for Secretary:			
Motion to close nominations ma	ıde by	, seconded by	
Election for Secretary			
Candidate			
Candidate			
Candidate			
			is elected Secretary.
Motion to adjourn by		, seconded by	
All in favor	Opposed	Abstentions	
All III lavoi	Opposeu	AI	ostentions
Meeting adjourned at		am/pm by	
Minutes submitted by,			
X Print name of Recording Secre			
Print name of Recording Secre	tary		
o	v		
**			
XSign name of Recording Secreta			
Sign name of Recording Secreta	arv		