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FSC SECRETARY

Feb. 13th 2016

Agenda approval for e-bod-FSC meeting Feb 2016, Nov 2015 mins/approval

EVERYONE RECEIVING MY E-MAILS

1. Sent a List of Updated Chapter Delegates to all chapters, need correct and up to date, when changers to officers use election form and a cover letter removal and replacement with all info of officer.
2. Elections for FSC. Officer's letters of intent election in June 2016.
3. Chapter reports 2 pages please no photo's page numbers and chapter numbers on all pages, I sent a Sample guide out to Chapters.
4. Chapter elections are in Starting in April. All election reports should be proof read for correct e-mails and telephone numbers. Copy to national and State are required.
5. New forming chapters I need contact info phone e-mail and telephone numbers of officers. See me at Lunch time Break.
6. Reports sent to me in JPG cannot be printed they are oversized or too small to read.

FSC Secretary

Vinnie

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Florida Chapter #_ _ _ _

FSC Meeting _/ _/ _

Submitted By Title & Name

Veterans Outreach: such as foods for family, attended a Stand-down, paid bills etc.

Fund Raisers: Dinner Dance, B.B.Q. Breakfast

Community: Community Lunch or Breakfast

Membership Drive: Held at Flea Market or Mall

Attended a Veterans Council: County of _____

Awards or recognition:

Change in Officers:

Future Projects:

Funerals: Honor Guard

Newsletter or Web Page with e-mail address

Meeting Date: Location. Contact number

Page 1 Of 1

If you go to 2 pages make sure chapter number is on top and Page 2 of 2.

Keep it simple and to the point one page is ideal. These are just suggestions, all Chapters should have a hard copy submitted to the State Secretary. This is helpful to chapters looking for new Idea's. Your reports will be attached to minutes.

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Vietnam Veterans of America Florida

__/__/20__

Chapter _____

City _____, Florida.

Chapter President _____

Remove _____ Position _____

Replace with _____

Membership # _____ Expires _____

Attached Election form page# __

President _____ Chapter _____

Membership # _____ . Expires __/__/__

Signature. _____

Attach Election form page with Change

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