



Crescent Community Club PO Box 64 420 Crescent Cut Off Road Crescent OR 97733

Providing Neighborly Family Activities and Support Since 1956

The Community Club Board/Membership Meeting is the first Wednesday of the month at 5:15pm

2022 Board Members: President Beth Hatcher, Vice President Echo Murray, Secretary Deb Clark, Treasurer OPEN, Events/Planning Position OPEN

Contact us at: crescentcommclub@hotmail.com or northklamathcounty.org

*** SAMPLE MONTHLY AGENDA ***

Month Date, 2022 Agenda Call to Order at: _____ By: _____ 

Do we have a quorum? Y – N Number of Attendees: _____ Adjourn: _____

Everyone please sign Thank-You cards!

Introduction of Guests and Open Discussion: *(5-10 minutes per guest, unless more time is pre-arranged)*

- 1.
- 2.
- 3.

Previous Minutes/Secretary Report

Correspondence, Other -

Treasurer Report

Review Check Register, Bills Paid and Initiated, Monies Received, Finance Recap – info from others

Review, if necessary, Financial Reports from others using CCC's 501(c)3 status

Donations –

Grants –

Old/Unfinished Business

- 1.
- 2.
- 3.

Committee Reports:

1. Event Scheduling/Calendar –
2. Maintenance Projects
3. Building/Property –
4. Kitchen –
5. Bingo / Plinko –
6. NKC Website –
7. Flag Program

New Business:

- 1. 12-Month Schedule- what is due this month and next?**
- 2.
- 3.

Good of the Order / Open Discussion:

- 1.
- 2.
- 3.

Next Meeting: DATE TIME LOCATION