**Chapter Chairman’s Report / Article (for Chapter Website)**

***TYPE Your Information in the Text Boxes. You can save, print and email this report.***

***IF YOU WANT TO MAKE A REPORT AT THE CHAPTER MEETING, NOTIFY THE
 CHAPTER VICE PRESIDENT AT LEAST THREE DAYS BEFORE THE MEETING.***

Name of Committee:
Chairman:

Email: 7 Phone #

Date:

**REPORT / ARTICLE**

News / Status on any Past Events / Activities since last meeting and this meeting:

Type your text here – font is 10

**Near-Term Events / Activities** from this meeting to NEXT requiring support from and / or Communications to Council: Include Date, Time, Location & Contact Person.

Type your text here – font is 10

**HANDOUTS:** Please have at least 50 handouts about your program to distribute at Chapter Meeting.

Please send flyer, brochure, etc. to Chapter Webmaster for inclusion on website.
Email to: mailto:ockc@ockc.net

**Chapter Website:** [**www.ockc.net**](http://www.ockc.net)

Please provide a copy of this report with any handouts to
Chapter Secretary for inclusion in Chapter Minutes!