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| The \_\_\_\_\_\_\_\_\_\_\_\_\_\_(number meeting) of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Praesidium) was held on \_\_\_\_\_\_\_\_\_\_\_\_\_ (date) at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (time) at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (location) | | | | | | |
| **Opening Prayers and Rosary were recited.** | | | | | | |
| **SPIRITUAL READING** | Handbook page: \_\_\_\_\_\_\_\_\_\_\_ | | | or\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| **MINUTES** of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_(number) meeting were read and approved by the President or \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (if President is not present) | | | | | | |
| **STANDING INSTRUCTIONS** were read. (only at first meeting of each month or when new visitor is present) | | | | | | |
| **ROLL CALL showed** | **Present** | | **Excused** | | **Absent** | **Visitors** |
|  | |  | |  |  |
| **TREASURER’S REPORT** | **Previous Balance** | | **Secret Bag** | | **Expenses** | **Present Balance** |
|  | |  | |  |  |
| **MEMBER’S REPORTS** (each pair reports on their volunteer works) | | | | | | |
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| **MEMBER’S REPORT CONTINUATION** (other works) | | | | | | |
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| **CATENA was recited.** | | | | | | |
| **ALLOCUTIO was given by:** | | | | | | |
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| **SECRET BAG** was passed. | | | | | | |
| **OTHER REPORTS and new business (comitium updates, other special projects, etc.)** | | | | | | |
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| **AUXILIARY MEMBERSHIP REPORT:** | |  | | | | |
| **HANDBOOK DISCUSSION** was held on page**:** | |  | | | | |
| **HANDBOOK DISCUSSION** assigned to**:** | |  | | | | |
| **ASSIGNMENTS (members to work in pairs)** | | | | | | |
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| **CONCLUDING PRAYERS and Prayer of Frank Duff were recited.** | | | | | | |
| **Priest Blessing** |  | | | | | |
| **Meeting closed at** |  | | | | | |