

## Quarterdeck Meeting Plan

Location: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Presiding: \_\_\_\_\_

Call to Order, Introduction of guests, etc.

Minutes of last Quarterdeck Meeting

Reports:

**Boatswain's Mate (Administration)**

**Activity Chairs**

**Storekeeper**

**Purser**

**Yeoman**

**Boatswain's Mate (Program)**

**Crew Leaders**

**Other**

Old Business:

New Business:

“Action” Assignments (Report at next Quarterdeck Meeting):

Skipper’s Comments:

Next Meeting: \_\_\_\_\_