



## Weekly Report at Chapter DATE

### Discussion during Proposition for Membership:

- Discuss names on the MPL — 5-10 minutes at every chapter meeting. You may only have time to discuss two or three names, but the key is to discuss names at *every chapter meeting*. When discussing names on the MPL, the following details should be included:
  - Name, year, major, other personal information
  - Who knows him, what was the last contact we had (chapter or individual)
  - What are the *next steps* with this prospect

### Officer Report:

- Report from the last Recruitment Committee meeting
  - Upcoming activities
  - Status of chapter goals
  - Year-round recruitment plan updates
- Chapter member responsibilities for the coming week