**Upsilon Upsilon Chapter of Sigma Nu Fraternity**

October 5, 20XX

1. **Call to Order**
   1. The meeting was called to order by the Commander at 6:00 p.m. and opened with *The Ritual*.
2. **Roll Call**
   1. The Recorder took roll call. Absent were [list absent members]. Quorum was met.
3. **Approval of Minutes from previous meeting**
   1. Brother Hopkins corrected the date of the All-Chapter LEAD session on Accountability. The minutes were then unanimously approved.
4. **Initiation of Candidates**
   1. Brother Riley was initiated at Upsilon Upsilon #1000
5. **Proposition for Membership**
   1. The Chapter unanimously voted to extend a bid to G. Quarles. It was agreed that the Recruitment Chairman would present this bid by this Wednesday and that a Candidate Ceremony will be scheduled to occur as part of next week’s chapter meeting.
6. **Election of Members and Officers** 
   1. An election was held to fill the vacant Scholarship Chairman position. Brother J. Smith ran unopposed and was elected with unanimous approval.
7. **Reports of Committees and Officers**
   1. [Summarize reports from each officer and committee, noting important dates and/or deadlines included in each report]
8. **Old Business**
   1. Tabled Motions
      1. Chapter approved appointment of Brother D. Jones as IFC Representative.
      2. Chapter budget was unanimously approved.
9. **New Business**
   1. Proposed that Chapter create an Assistant Treasurer position to manage collections process – nominations taken; elections next week.
   2. Discussion opened on partnership with local Habitat for Humanity – Chapter unanimously agreed to partnership; Community Service and Philanthropy Chairman will contact representatives this week.
10. **Major Announcements**
    1. Upcoming Events
       1. Intramural soccer team practice will be held Tuesdays at 6:00 p.m. at the University fields. Games begin in two weeks – every Monday and Wednesday at 7:00 p.m. until Thanksgiving break.
11. **Brother Comments** 
    1. Several Brothers shared successes from the week.
12. **Close of Meeting**
    1. The closing ceremony of *The Ritual* was performed and the meeting was adjourned by the Commander at 7:02 p.m.