

U. S. COAST GUARD AUXILIARY FORM 7000 (03/25)	U. S. Coast Guard Auxiliary MEETING MINUTES <i>Meeting Minutes are to be retained for 10 years</i>	Page 1 of 4 Report for FLOTILLA DIVISION DISTRICT	
Unit Name _____	Meeting Date _____	Meeting Type Regular Bus. Special Bus.	Total # persons in Attendance _____ Time called to Order _____
Unit Number - -	Meeting Location _____	Type In Person Virtual Hybrid	Quorum Present YES NO
SECTION I Unit Officers Present <i>Select if Present (This is Not full meeting attendance)</i>			
SECTION II Additional Attendees Present (Auxiliarists, Guests, Active Duty)			
SECTION III Minutes Of Last Meeting (Mo/Yr)	Motion	Second	Approved Not Approved
Comments:			
SECTION IV Financial Report (Mo/Yr)	Discussed	Monthly Balance Sheet Attached	
Comments:			
SECTION V Old Business <i>Continued on Page</i>			
SECTION VI New Business <i>Continued on Page</i>			

U. S. COAST GUARD AUXILIARY FORM 7000 (03/25)	U. S. Coast Guard Auxiliary MEETING MINUTES	Page 2 of 4 **Optional Feature** Lock all Entries Unlock all Entries
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SECTION VII Unit Training Topics Presented	<i>Continued on Page</i>
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SECTION VIII CONDENSED VERSION OF REPORTS	<i>Continued on Page</i>
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SECTION IX MEETING ADJOURNED AND NEXT MEETING DATE

Motion to Adjourn	Second Motion	Time Adjourned
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Next Meeting Date & Time	Date	Time
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Person Submitting Report:	Date Submitted	Report Submitted to:
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ATTACH - Roll Call & additional Reports in this area Ex: (Awards, Special Events, FN Report) --No Pictures or Videos--	   
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**U. S. COAST GUARD
AUXILIARY**

FORM 7000 (03/25)

**U. S. Coast Guard Auxiliary
MEETING MINUTES**

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SECTION X Continuation Sheet 1

SECTION X Continuation Sheet 2

If additional Pages needed, create separately and attach in attachment area

PRIVACY ACT STATEMENT

Authority: 14 U.S.C. § 39; 14 U.S.C. § 504, Commandant; general powers; and 14 U.S.C. § 505

Purpose: To provide a written and official record of the discussion, decisions, and actions of what occurred during Coast Guard Auxiliary meetings.

Routine Uses: This information will be used to record the meeting minutes of topics discussed and voted upon, and it will serve as a reference point for participants or shared with absentees who are unable to attend the meeting. Information may be disclosed externally as a "routine use" pursuant to DHS/USCG-014, Military Pay and Personnel, 76 Federal Register 66933 (October 28, 2011).

Disclosure: Furnishing this information is voluntary.

The Coast Guard Auxiliary requires all Units to submit Meeting Minutes using form 7000 for every business and special meetings.