



# MEETING SUMMARY SHEET

*Use this form as a minute or summary sheet for your council meetings.*

County: \_\_\_\_\_ Council Name: \_\_\_\_\_

Secretary: \_\_\_\_\_ Date: \_\_\_\_\_ Attendance Number: \_\_\_\_\_

## TOPIC(S) DISCUSSED

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## MEETING NOTES

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## REVIEW FROM PREVIOUS MEETING

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## LOCAL ISSUES FOR COUNTY BOARD

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## QUESTIONS AND/OR ISSUES FOR STATE OFFICE

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## PROGRESS MADE DURING THIS MEETING REGARDING ISSUE / ACTIVITY

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## GOALS FOR NEXT MEETING & DATE / LOCATION

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## REMINDER OF UPCOMING FARM BUREAU EVENTS

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