

the CASCADE

CJS General Meeting Minutes
Monday, March 18, 2024
5:45 p.m.
via [Google Meets](#)

Meeting called to order __:__ p.m.

Meeting chaired by [name here]

Minutes recorded by [name here]

In Attendance:

[Recorder's Note: anything in quotations is a direct quote; anything out of quotation is a summation of that member's point.]

1. [Name] calls the meeting to order.
2. **Approval of Agenda**
 - *Motion to approve: Approved by . Seconded by .*
3. **Approval of [Minutes](#)**
 - *Motion to approve: Approved by . Seconded by .*
4. **Reports**
 - 4a. Executive Editor Report:

Motion to approve: Full report [here](#).

Approved by . Seconded by .

- 4b. Creative Director Report:

Motion to approve: Full report [here](#).

Approved by . Seconded by .

4c. Managing Editor Report:

Motion to Approve: Full report [here](#).

Approved by . Seconded by .

4d. Business Manager Report:

Motion to Approve: Full report [here](#).

Approved by . Seconded by .

5. Regular Business

6. Special Business

i. *Motion to Approve:* New board member motion (Chandy Dancey).

Approved by . Seconded by .

ii. *Motion to Approve:* Bylaw change [proposal](#).

Approved by . Seconded by .

7. Adjournment

[Name] calls this meeting to adjournment at p.m.