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**PENNSYLVANIA STATE COURT**

**“You are the salt of the earth…You are the light of the world…” Matthew 5:13-16**

1530 Hollywood Drive

Lancaster, PA 17601

**DISTRICT DEPUTY REPORTING FORM FOR COURT MEETINGS**

Name of District Deputy \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Assigned to Court \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of this Report \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Purpose \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Meeting

1. Was the court business meeting conducted according to proper procedure? \_\_\_\_\_\_\_\_\_\_\_\_
2. How many members were in attendance? \_\_\_\_\_\_\_\_\_\_\_\_
3. Were all officers in attendance? \_\_\_\_\_\_\_\_\_\_\_\_ If not, who was missing? \_\_\_\_\_\_\_\_\_\_\_\_
4. If officer was not present, was she excused? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. Was the Court Chaplain or Spiritual Advisor present for any part of the meeting? \_\_\_\_\_\_\_\_\_\_\_\_
6. Did the Court Regent use a prepared agenda? \_\_\_\_\_\_\_\_\_\_\_\_
7. Did any Circle of Love Chairman report on her area? \_\_\_\_\_\_\_\_\_\_\_\_
8. Was there a speaker at the meeting? \_\_\_\_\_\_\_\_\_\_\_\_ If so, who and what was presented?

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1. Did the members participate in any projects at this meeting? \_\_\_\_\_\_\_\_\_\_\_\_

As accurate as possible, state your overall observation of the court.