Chapter, Order of DeMolay

The Stated (Special) meeting of __________________________ Chapter, Order of DeMolay, was opened at _____________ p.m. (a.m.) on the
Initiatory Degree and ______________ p.m. (a.m.) on the DeMolay Degree
on ____________________, 20____, with ______________ in the East,
______________ in the West, and ______________ in the South.

Members of the Advisory Council present were: Chairman ____________________,
Chapter Advisor ____________________, and DADs ____________________
______________________________________________________________.

Officers and members were as per the register:

MC ____________________  Tre ____________________  1P ____________________
SC ____________________  Mar ____________________  2P ____________________
JC ____________________  Chp ____________________  3P ____________________
SD ____________________  Alm ____________________  4P ____________________
JD ____________________  SB ____________________  5P ____________________
SS ____________________  Ora ____________________  6P ____________________
JS ____________________  Org ____________________  7P ____________________

Visitors present, introduced, and greeted were: ____________________
______________________________________________________________.

The Minutes of the previous meeting(s) were read (corrected) and adopted.

The almoner reported a total of $___________ in the Almoner’s Fund.

Since the last Treasurer’s report, the Chapter has received $___________ from all sources,
and spent $___________, leaving a balance of $___________ on ________________, 20____.

It was moved by Brother ________________ and seconded by Brother ________________
that the bills be paid if found correct. The motion carried (was defeated).

Brother ________________ reported under Sickness and Distress that ________________
______________________________________________ and appropriate action was taken.

All communications received by the Chapter were then read and included: ________________
______________________________________________________________.

The report of the Committee on Petitions for membership was presented. The MC gave
the reports on investigation of: ____________________

Petitions were read for the second time for: ________________
______________________________________________________________.
A Ballot was then taken for the degree of DeMolay on the Petitions of 

The Petitions of ____________________________ were elected (rejected and referred to the Advisory Council for further consideration).

Petitions for the Degrees of the Order of DeMolay were presented from ____________ and were read by the MC who will refer them to a committee for proper investigation.

The MC then called for reports from the various committees:


The MC then declared the Chapter open for unfinished business, which included: (include names of candidates receiving degrees and Brothers passing proficiency examinations. Degree teams optional.)


The MC then declared the Chapter open for new business which included:


Reports and announcements for the good of the Order were made regarding __________


No further business appearing, the receipts of session were reported and the Minutes were read and approved as read (corrected). The MC then closed the Chapter in regular form at _______ p.m. (a.m.)

Respectfully submitted,                      Approved,

__________________________                     Master Councilor

Scribe