Tampa Funcoast Subcommittee Report Form

Please complete this form and submit it electronically to the Area Secretary at [secretaryfascna@gmail.com](mailto:secretaryfascna@gmail.com)

This report is not the same as your Subcommittee minutes. Your minutes are not submitted to the Area.

The *[name]* Subcommittee met on *[date and time]* at *[location]*.

*Include here information about the activity & decisions of the subcommittee. Do not include the agenda of your meeting.*

**Include these two sections only if they apply:**

We are submitting a motion / motions in new business to address:

We have made the following changes to our guidelines and will be updating the guidelines on the website:

Our next meeting will be on *[date and time]* at *[location]*.