

Project	Men's Group
Date / Time	2016/14/Aug 12:00 PM MST
Attendees	Adam Menard, Dc. Zyad Abyad, Fr. Peter Boutrous, Mark, Ed
Minutes:	
<ol style="list-style-type: none"> 1. Ushers – <ul style="list-style-type: none"> • Need to bring in more men • Need to get ourselves organized • Ushers need to pick Date for training 2. Officers – <ul style="list-style-type: none"> • Need to assign head of group • Adam to be president, Mark is VP • Meeting minutes - Adam to be in charge 3. Maintenance – <ul style="list-style-type: none"> • Maintenance report - door closures in work, filters to be checked, putting list together, Adam to help with list • Maintenance to be taking inventory 	
Actions/Assignee/Due Date:	
<ul style="list-style-type: none"> • Adam – Create meeting minutes template, record minutes weekly, email to Fr. Peter for posting (OPEN) • Dc. Zyad - Email Adam minutes (COMPLETE) • Mark - pick Date for training (OPEN) <hr/>	