

**Council 2 – Delegate to Council Report**

Date \_\_\_\_\_

Mr./Madam Secretary:

I am \_\_\_\_\_ of the \_\_\_\_\_ Club

**Report pertinent statistics only – DO NOT READ ZEROS**

**We have the following:**

1. \_\_\_\_\_ Members paid to ITC
2. \_\_\_\_\_ Dual members
3. \_\_\_\_\_ Active members
4. \_\_\_\_\_ Members here today
5. \_\_\_\_\_ New members [State names] \_\_\_\_\_
6. \_\_\_\_\_ Guests here today [Introduce] \_\_\_\_\_
7. \_\_\_\_\_ First time attendees [Introduce] \_\_\_\_\_
8. \_\_\_\_\_ Visitors to club since last council meeting

\*Your total time is 2 [TWO MINUTES]

**CLUB NEWS**

**CLUB MEMBERSHIP EFFORT**

Our club meets \_\_\_\_\_ at \_\_\_\_\_ at \_\_\_\_\_  
[Days of month] [Time] [Location]

**\*Observing the time limit is an important part of ITC training.** Timer will raise a sign at 1¾ minutes and a STOP sign at 2 minutes. If the delegate continues beyond 2 minutes, the Secretary will announce the time is up and request the next delegate in line to step forward.

**Please give a copy of this report to the Secretary**