**Committee/Group Name:** [Insert Committee/Group Name]

**Purpose of Committee:** Insert text

**Members:** Insert names

**Major Actions of 2019-20**

* Action 1
  + Details (if needed)
* Action 2
  + Details (if needed)
* Action 3
  + Details (if needed)

**Outcomes Achieved**

* [Include things like training, money raised, projects completed]

**Planned Actions for 2019-20**

* Planned action 1
* Planned action 2

**Recommendations for Board Consideration** (if any)

* Recommendation 1

**Submitted by:** [insert author name]