**INSERT COMMITTEE NAME HERE COMMITTEE REPORT**

**DATE: INSERT DATE HERE**

**SUBMITTED BY: INSERT NAME HERE**

**Overview of Meeting(s):**

|  |  |
| --- | --- |
| **Key Topics Discussed:** | * xx * xx * xx * xx * xx |
| **Motions Carried:** | * xx * xx * xx * xx |
| **Resolutions Approved:** | * xx |
| **Resolutions Rejected** | * xx   + Reason for Rejection: * xx   + Reason for Rejection: * xx   + Reason for Rejection: * xx   + Reason for Rejection: |
| **Further Action(s) Required by Committee** | * xx * xx * xx |
| **ACTION(s) REQUESTED OF DLC** | * xx * xx * xx |