

UA NY INTERGROUP

MEETING TOOLKIT

Contents:

- Meeting Binder
 - NY Intergroup Guidelines & Suggestions
 - Printed Literature List
 - 10 x Example Election Record
 - 10 x Passed Motions Record
 - 10 x Speaker List
 - 10 x Sheet Protector (for use with the meeting format)
- Treasury Binder
 - 2 x Pocket (for use with prudent reserve and/or checkbook, receipts, etc.)
 - 10 x Example Treasury Report Form
- Loose
 - 10 x Contact Sheet
 - 10 x Meeting Flyer (always ask for permission from the owner of the noticeboard before posting!)