Northwest Basket Weavers – Vi Phillips Guild

Committee Report – (to be presented at every board meeting)

Committee _____ **Guild Year** _____

Annual Budget Requested **$**_____

Annual Budget Allotted **$**_____

Budget Balance from last month **$**_____

Expenses since last month (what, how much)

_____ $_____

_____ $_____

_____ $_____

_____ $_____

_____ $_____

Budget Remaining **$**_____

Activities conducted since last meeting:

Concerns / Announcements:

Upcoming Deadlines / Events:

Submitted by _____ Date _____

(name, office / position)