

<INSERT NAME HERE> MINISTRY REPORT

REPORT DATE	SUBMITTED BY	PREPARED BY
Insert Here	Insert Here	Insert Here

MONTHLY SUMMARY

Insert summary of ministry activities here.

MONTHLY CONTACT WITH MINISTRY COMMITTEES

COMMITTEE	CONTACTED Y/N/ NA	RESPONDED Y/N/NA	NOTES

2023 GOALS

GOALS (LIST 2023 GOALS)	STATUS*	ON TRACK?	NOTES

*NS: NOT STARTED; S: STARTED; IP: IN PROGRESS; C: COMPLETED

MOTIONS TO BE MADE

MOTION	MADE BY	DATE	CARRIED

CONCLUSIONS/RECOMMENDATIONS

Add any additional notes