

**Annual Committee Report**

DATE:

FROM:

SUBJECT: Annual Committee Report

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| The Committee presents the following report: |

Please list (add more if necessary) key objectives for your committee, include any update on the outcome, participation, frequency of meeting and any other pertinent information.

**Members of the committee:**

**Informational Item No. 1: *Change to Item Header***

Insert descriptive text

**Informational Item No. 2: Change to Item Header**

Insert descriptive text

**Informational Item No. 3: Change to Item Header**

Insert descriptive text

**Recommendations for future:**