

**Torrance Council of PTAs**  
**Motion Form**

When making a motion at an association meeting, executive board meeting, or board of directors meeting, complete + submit to the recording secretary.

**A motion will not be recorded without submission of Motion Form.** Thank you!

PTA Meeting Type/Date: \_\_\_\_\_

Motion made by: \_\_\_\_\_ Seconded:  Approved:

Motion: I move that \_\_\_\_\_

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