**Committee ##: Committee Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (House)**

**Minutes**

**July \_\_, 2018, Convened at \_\_\_ am/pm**

**Minute taker:**

Attendance (Present/Quorum)

Introduction of business/day’s agenda

**Open Hearing**

 Resolution A999

Witnesses/testimony/documents submitted, etc.

 Resolution C000

Witnesses/testimony/documents submitted, etc.

**Committee Discussion**

 **Resolution A999**

Introduction/background

Amendments/Substitutions

Votes on Committee recommendation *(start with House of Initial Action)*:

 **HD vote**

 **HB vote**

**Next meeting: Set and posted for xx:xx am/pm**

**Meeting recessed at xx:xx am/pm**