

# 4-H Club Meeting Sample Agenda

\_\_\_\_\_ 4-H Club  
Clover, Texas  
October 17, 2004

## Agenda

- I. Call to order – President
- II. Inspiration
  - A. Pledge of Allegiance
  - B. Texas Pledge
  - C. 4-H Motto & Pledge
  - D. “I Can” Poem
- III. Business Meeting
  - A. Roll Call – Secretary
  - B. Introduction of Guests
  - C. Reading of the Minutes – Secretary
  - D. Treasurer’s Report – Treasurer
  - E. Activity Reports – specified members
  - F. Committee Reports – committee chairmen
  - G. Council Delegate Report
  - H. Old Business
    - 1. Finalize Fundraiser
    - 2. Approve Bylaw Amendment
  - I. New Business
    - 1. Appoint Christmas Party & Service Project Committee
  - J. Club Manager Report and Announcements
- IV. Program
  - The American Red Cross: How Can We Help – presented by Wanda Rope, Executive Director
- V. Recreation
  - A. The Koolaid River – Team Building Activity
  - B. Refreshments
- VI. Adjourn

*NOTE: When developing agenda for club meeting, include the names of the individuals who will give reports so that they know when they will speak. This also provides recognition for them!*