



4-H Club Meeting Outline

Date: _____ Time: _____ Place: _____

Objectives for this meeting:

1. _____
2. _____
3. _____

	Things To Do	Responsible Person
Activity for Early Arrivals		
Business	1. Call to order 2. Pledge(s) 3. Roll call/attendance 4. Reading of the minutes 5. Treasurer's report 6. Committee reports 7. Unfinished business 8. New business 9. Announcements 10. Adjournment	
Program or Education		
Recreation and Refreshments		