

# 4-H Club Business Meeting Agenda

**(List the name and office of the person presenting the agenda item.)**

Date \_\_\_\_\_

Call meeting to order.

Flag salute and 4-H pledge to be led by: \_\_\_\_\_

Call the roll or pass around a sign-in sheet to take attendance.

Introduction of guests by: \_\_\_\_\_

Reading of minutes by: \_\_\_\_\_

Treasurer's Report by: \_\_\_\_\_

Correspondence Report by: \_\_\_\_\_

Other Officers' Reports by: \_\_\_\_\_

4-H Volunteer Management Organization Report by: \_\_\_\_\_

Committee Reports by: \_\_\_\_\_

Project Reports by: \_\_\_\_\_

Old Business:

New Business:

Announcements:

Adjournment

Program introduced by: \_\_\_\_\_

Recreation led by: \_\_\_\_\_