

*Sample*  
**4-H Club Meeting Program**

**Place:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Activity**

**Person Responsible**

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**BUSINESS MEETING**

Call to Order, opening exercise	<b>President</b>
Pledges	<b>TBA</b>
Song	<b>Song Leader</b>
Roll Call:	<b>Secretary</b>
Reading and approval of the minutes, correspondence	
Treasurer's Report	<b>Treasurer</b>
Report of Committees	<b>Chair Persons</b>
Report of Project Groups	<b>Chair Persons</b>
Old Business	<b>President</b>
New Business	<b>President</b>

**PROGRAM**

Project Demonstration and/or Illustrated Talk	<b>TBA</b>
Club Activities List	<b>Chair</b>

**RECREATION**

Play games	
Take a field trip	<b>Recreation Leader</b>

**REFRESHMENTS**

**TBA**  
(pick for next month now)