4-H Volunteer Leaders’ Series

4-H Meeting Program Plan

Place the club is to meet ______________________________________________________
Month, date and time of meeting _______________________________________________ 

**Business:**

Call to order by president.

Song will be led by ________________________________________________, the song leader.

Secretary will call or check the roll. Roll call topic ________________________________

Review the meaning of the emblem and motto.

Pledges led by __________________________________________________________________

Secretary will read the minutes. President gets them approved.

New members who are to join ____________________________________________________

Guests to be introduced are ____________________________________________________

Special reports of committees to be given by ______________________________________

Old business to be discussed ____________________________________________________

New business to be discussed ____________________________________________________

Announcements to be made ______________________________________________________

**Program:**

Inspirational activity (a poem, devotional, etc.) by ________________________________

Progress reports on projects by two to four members _____________________________

(over)
Program: (cont.)

Talent numbers, skits, plays, etc., by ____________________________

Illustrated talks or method demonstrations (2 to 4) by ____________________________

Talks, reports on trips, etc., by ____________________________

Special program by ____________________________

Topic ____________________________

Recreation:

Games, etc., to be led by ____________________________

Refreshments to be served by ____________________________

This is a reprint from the Arkansas 4-H Secretary's Book (C-402).