

# Ohio 4-H Clubs

advisors handbook

4-H Club Meeting Plan		
Date:	Time:	Location:
	What's Planned	Who's Assigned
Welcome Activity and / or Greeter:	Service Project Craft Games Mixers/Greeter	
Business Meeting:	Opening/Pledges Introduction of Guests Attendance/Secretary Report Treasurer Report Committee Reports Old Business New Business Announcements/Assignments Adjourn	
Program:	Health/Safety talks Demonstrations Project Work Community Service Committee Work Recognition/Induction Ceremony Guest Speaker Tour Group Projects Family Activity	
Recreation:	Games: Get Acquainted Cooperative Team Building Indoor/Outdoor Relays Active/Quiet	
Refreshments:		

Written by Bill Harris, OSU Extension, 4-H Specialist – Clubs.