

# Monthly 4-H Meeting Planning Guide

Club Name: \_\_\_\_\_ Month: \_\_\_\_\_

Meeting Date and Time: \_\_\_\_\_ Meeting Place: \_\_\_\_\_

Recreation: \_\_\_\_\_

Refreshments – Family(s) Responsible: \_\_\_\_\_

**Educational Program or Activity:** \_\_\_\_\_

Program Objectives (what members will learn):

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Teaching Method (video, lecture, field trip, hands-on, props, etc.):

Program Presenter: \_\_\_\_\_

Person Responsible for Program Contact: \_\_\_\_\_

**County Event Preparation/Lesson:** \_\_\_\_\_

(Could include Activity/Event preparation at the local, county, district or state levels.)

Program Presenter: \_\_\_\_\_

**Club Community Service Project:** \_\_\_\_\_

Committee Coordinator: \_\_\_\_\_

**4-H Presentation(s)** by 4-H members (talk, demonstration, display, etc.)

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**Scrapbook Page(s)/Monthly Report/Activity Report**

Person(s) responsible for completing: \_\_\_\_\_

**Other Activities** (fun activities, etc.): \_\_\_\_\_

Person(s) responsible for completing \_\_\_\_\_

**Respectfully Submitted:** \_\_\_\_\_

(Signatures of Planning Team)