



4-H LIFE PROGRAM AGENDA - SAMPLE

Place:

Date:

Time:

Activities upon Arrival and between other activities

*Decorate name badges, scrapbooking and make cards for veterans

*Select officers for the day: **President:** _____, **Reporter** _____
and **Song leader** _____

1. 4-H Business Meeting (10 minutes)

- Call to Order - "I now call this meeting to order." (President)
- Pledges – "Will everyone stand while we do the American and 4-H pledges." (See handouts, President/All)
- Roll call - "Now we'll do roll call. Please stand and say your name and" (President, All)
- Old Business - "We will now hear from _____ (**Reporter**) who will tell us what happened at last month's 4-H meeting."
 - "**Last month we made rain sticks, did a mud experiment and**" (**Reporter**)
- New Business and Announcements (President)
 - "Today's Projects/Activities will include...." (See # 3 below)
 - "Now _____(name), our song leader, will lead us in singing.
- "**Today's song is called** _____ . (**Song leader**)
- "**Is there anyone who had a birthday this month? If yes, sing birthday song to** _____ , _____ , _____ and _____ (**Song leader**).
- "This is the end of our 4-H business meeting." (President)

2. Refreshments

3. Projects/Activities

- Patriotic community service
- Gardening project
- Flag-folding and Memorial Day activities
- Story time/reading activity

4. Wrap-up

- Demonstrations (All or a sampling for each project made)
- Group discussion and decision-making if needed (4-H LIFE staff or volunteers)
- Thank all volunteers (4-H LIFE staff)
- "This is the end of our 4-H club meeting. Thank you for coming!" (President).