

MONTHLY 4-H CLUB MEETING REPORT

(This report is due to the local County Extension Office) by the 10th of the month following the meeting. A leader, parent, member, or officer may write and submit this report. If the club did not meet during the month or had a special event instead of the meeting, the report must still be submitted. Important Note: The report does NOT replace the secretary's minutes/book which must be done monthly and submitted at the end of the program year.)

Month/Year: _____

Club Name: _____

Date of Meeting: _____ Location: _____

If no meeting, provide reason: _____

Number of Members Present: _____ Number of Leaders Present: _____ Number of Others: _____

Check all Officers Present:

- _____ President
- _____ Vice president
- _____ Secretary
- _____ Treasurer
- _____ Reporter
- _____ Health Officer

Current Amount in Treasure: _____

Did any of these take place at the meeting? Check all that apply:

- _____ Health Officer presentation
- _____ Visual presentation/public speaking by numbers(s) about current 4-H project
- _____ Guest speaker
- _____ Other educational feature
- _____ Members planned a community service project
- _____ Members planned a special (fun) activity
- _____ Members planned a fundraiser

Primary agenda item(s):

- 1) _____
- 2) _____
- 3) _____

Report submitted by: _____ Date: _____

Title: _____ Leader _____ Parent _____ Club Officer _____ Club Member