

Minutes of the _____ 4-H Club Meeting

Date of Meeting _____

Place of Meeting _____

Number of Leaders Present _____ **Members Present** _____ **Visitors Present** _____

Time Called to order _____ **by** _____

Secretary report

Treasurers' report

Correspondence

Committee reports

Old Business _____

New Business _____

Meeting adjourned _____

Next meeting, date, time and location _____

Activity _____

(make additional copies as needed)