



# 4-H Project Meeting Plans

Date of Meeting \_\_\_\_\_

Time \_\_\_\_\_

Place \_\_\_\_\_

What should each member learn by the end of this meeting? \_\_\_\_\_

\_\_\_\_\_

Equipment and Supplies Needed	Who Shall Bring It?

What Is To Be Learned	What Will Be Taught	How Will It Be Taught	Who Will Teach It

What can members do at home before next meeting? \_\_\_\_\_

\_\_\_\_\_

What will topic be for next meeting? \_\_\_\_\_

\_\_\_\_\_

What supplies will members need to bring with them to next meeting? \_\_\_\_\_

\_\_\_\_\_

Note to Leaders -- Refer to VCE Publication 388-117 "Project/Activity Chairmen" for help in training project/activity leaders.