



4H Afterschool Club

Sample Meeting Agenda – Initial Meeting(s)

Recreation: Exchange Game (Like fruit basket upset)

Sit in circle on chairs. One person stands in the middle of the circle and says, “Everyone who has brown hair (or likes bananas, or has 2 sisters)...move!” Each person who fits the description, exchanges chairs with someone else. You cannot exchange with someone sitting on either side of you.

Snack: Popcorn – to go with theater theme, (also bring apple slices and juice)

Discuss:

- How to run a business meeting (Give brief overview and plan to focus on one aspect of a business meeting at each of the meetings that follow.)
- Elect Officers

Election of Officers for 4H Club:

President
Vice President
Secretary
Treasurer
Reporter
Historian (2)
Photographer (2)
Recreation Leader (2)

Business:

- Select club name
- Complete 4-H enrollment forms
- Set Club By-Laws and expectations (see page 2)
- Decide on outline of meetings so a club program can be put together
- Discuss *Theatre Arts Project- Murder Mystery*
- Set goals for project - use goal writing sheet to practice writing goals

Activities from *Theater Arts, Act 2* project materials:

- Activity 1 from p. 6 & 7 – Script Time – shoe activity
- Activity 2 from p. 8 & 9 – Mirror, Mirror – acting

Divide into committees: Skit writers, set designers, and costume designers.
Work on each area. Give report back during last 8 minutes of mtg.
Discuss progress and decide what needs to be done at next meeting.



4H Club By-Laws

Article 1 – Name

The name of this organization shall be the _____.

Article 2 – Purpose

The purpose of this 4H club is to support the development of its members through club meetings, project work, demonstrations, fair, and other activities.

Article 3 – Policies

The club will meet regularly, at least 10 times each year, to conduct business. Any major decision of the club must be voted upon by 2/3 of the membership.

Article 4 – Membership

Without regard to race, color, sex, disability, religion, age, or national origin, any youth currently in 4th to 6th grade may become a member of this club. To become a member, a person must complete an enrollment form with parent/guardian signatures and agree to abide by the 4H Code of Conduct. To remain a member of the club, members must attend a minimum of 6 meetings and learn the 4H pledge.

Article 5 – Officers, Elections, and Duties

The elected officers of this club shall be president, vice-president, secretary, treasurer, historian, photographer, and recreation leader. Officers shall be elected the first or second meeting of each year.

Article 6 – Meeting Times and Location

The club meetings will be held after school in the lunchroom of West Elementary School.

Sample Meeting #3

Recreation: - Activity from Act 2, Soaring into Action
Stop, Look, Listen – sound effects (p. 12 & 13)

Snack: Invite Devonne and Rebeka to make a snack from Food & Fitness

Practice

- Practice calling meeting to order, doing roll call efficiently, and making a motion. (Use Guidelines for Conducting Good Business Meetings; Using Parliamentary Procedure, and Why Parliamentary Procedure?)

Discuss communications – presentations and working exhibits

- Invite experienced 4-H'ers to demonstrate how to do each.
- Select a day to make presentations and do working exhibits. (Suggestion: late April or early May)
- Decide how to invite parents, etc. to be audience for skit production. If all goes well, this will be at the end of meeting #4 on March 7th.
- Set up committee to bring snacks for the show. Others can bring cups, napkins, decorations, if desired.
- Another committee will be prepared to set up chairs for audience and design a program to hand out to the audience.
- Committee reports will be given for each of the skit production areas.

Activity from Theatre Arts: Act 2

- Activity from Act 2, Soaring into Action
Copycats, creating physical characters (p. 14 & 15).
- Work on all areas – goal to be ready to share skit with family and friends at next mtg.

Sample Meeting #4

Business:

- Review goals of this project

Activity from Theatre Arts: Act 2 Soaring Into Action

- Activity: Creating with Make-Up –(p. 26 & 27)
- Invite someone from Mills Masquers to help create characters with make-up.
- Complete preparations for skit. Final rehearsal sets together, costumes on.
- Parents invited to see production.

Adapted from outline by Lauren Bressett, Cheshire County 4-H Youth Development; from 4-H Afterschool In-Service – November 29, 2006 – Sherry Ford and Mary Kramer

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