

The Puzzle: Putting a Meeting Together

Putting together an engaging 4-H meeting is like putting together an interesting puzzle. All 4-H meetings have three components Business, Group Building and Educational. Consider the time of year and upcoming events when creating your meeting plan, but each meeting should have all three components. The way people work together during a meeting, is the important part. How would your leadership team put a meeting together? Try several ways. What response would you get from your group with each of the ways you try?

Decide what type of meeting you are planning, a club or project meeting. Pick a variety from each of the three categories to get started on your meeting. This is only a start. Can you think of more things to add?

Business	Business	Group Building	Educational
• Group decisions			
• Old/new business			
• Discussion			
Committee work			
Group Building			
Celebration			
 Recreation, "new games" 			
 Team building/energizers 			
 Get acquainted/ice breaker 			
 Interactive games 			
Educational			
 Demonstrations/talks 			
Project activity			
Show and tell			
 Learning project bowl 			
• Guest speaker			
• Tour			
Community service			
• Skill-a-thon			
Program or activity			
Visual aids			

Local Contact Information

Adapted from Strengthening 4-H Club Resources, Kansas 4-H Youth Development



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