Suggested Club Board Meeting Agenda

1. Roll Call

2. Club Secretary’s Report
   - Minutes from last board meeting
   - Approval to pay bills

3. Treasurer’s Report
   - The Treasurer reports to the board the amount of money raised by club members and how the money was spent.

4. Committee Chairmen Reports - Each of the committee chairmen should give a brief report about their committee’s activities.

5. Unfinished Business – The president presents items discussed at the previous meeting that need further discussion.

6. New Business – The president presents new topics for discussion.

7. Club evaluation (Below are discussion suggestions)
   Discuss:
   - ways to make club meetings more interesting
   - ways to help committees be more effective
   - story ideas for the club’s newsletter
   - club fundraising ideas
   - ideas about developing a club brochure

   Plan:
   - a time to hold a club informational meeting about Kiwanis International
   - a time to hold a club informational meeting about an important issue in the community
   - the club’s next major service project