



## CONDUCTING A 4-H MEETING SKIT

(Incorrect)

People needed for the skit:

President  
Secretary  
Treasurer  
Committee Chairperson  
Member #1  
Member #2

(EVERYONE IS TALKING AND MAKING A LOT OF NOISE)

- PRESIDENT Comes in late, apologizes for being late, and asks the advisor if he/she has the agenda ready.  
"Sorry I'm late. Do you have the agenda ready?"
- PRESIDENT (Loudly) "Okay, will everyone be quiet so we can get started here? I don't remember who was supposed to bring refreshments tonight, but I'm starved. Can I have some now?"
- MEMBER #2 "Sure you can. I brought cookies. Does anyone else want some now? How about some pop? Just a minute and I'll get some napkins."
- PRESIDENT President picks up the gavel and play with it the rest of the meeting, but never uses it.  
"Hey secretary, you took the minutes for us the last time. Do you have them with you today?"
- SECRETARY "I'm sorry, I left them at home. I'll bring them with me for the next meeting. I can remember most of the stuff we did. We talked about changes for the fair, and we decided when the advisor banquet would be. We said we would select awards at the next meeting. When is the next meeting?"
- PRESIDENT "That's the potluck at your house in a couple of weeks. Do you think it will be warm enough to eat outside?"
- SECRETARY "It might be."
- PRESIDENT "Maybe we should bring hot dogs and hamburgers to grill. Well, we can decide that later. Where are we? Oh yes, the treasurers report."
- TREASURER "I think we have about \$75.00."

PRESIDENT Thanks. Are there any committee reports? How about a report from the fund raising committee?"

COM. PERSON "Well, we haven't met yet, but I'll tell you what we need. We need some good ideas to make money this year. Does anybody have any good ideas for a fund raiser?"

TREASURER "How about a giant garage sale?"

COM. PERSON "No, we did that three years ago?"

MEMBER #2 "We could sell candy bars."

MEMBER #1 "No, everyone does that."

SECRETARY "I've got it, let's have a chicken barbeque."

PRESIDENT "Maybe you can choose one by the next meeting. Is there any old business?"

MEMBER #2 We talked about purchasing club shirts at the last meeting. I think that we should purchase shirts for all club members from the checking account.

COM. PERSON So do I.

PRESIDENT Is there any discussion?

TREASURER We can't pay the full price for all members with what we have in our checking account. I think each member should pay \$5 towards their shirt.

MEMBER #1 That sounds good.

PRESIDENT Okay, all in favor of buying club shirts, with members paying \$5.00, say aye. Motion carries.

"Is there any more old business? Good, let's move to new business. The first item under new business is ideas for a community service project"

MEMBER #2 "I motion that we plant flowers at the fairground."

SECRETARY "I like that idea.

MEMBER #1 "I make a motion that we make curtains for the cabins at 4-H Camp."

COM. PERSON "I'll second that."

TREASURER "I motion that we collect money for the Heart Fund."

PRESIDENT "Wait a minute! One at a time. There are already three motions on the floor. Which one do you want to vote on first?"

MEMBER #2 "Mr. President, I move that we refer the community service projects to the selection committee.

PRESIDENT "That sounds good, let's do that. Everyone that had ideas will be on the committee. Make sure you guys get together before the next meeting. Does anyone have any other business or announcements? Well, I guess we will stop the meeting now. See you at the next meeting."

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Committee Chairperson  
Member #1  
Member #2

PRESIDENT "I would like to call the meeting to order. Amber would you lead the Pledge of Allegiance and the 4-H pledge?"

MEMBER #1 (Lead the pledges)

PRESIDENT "Thank you Amber. Will the secretary do roll call to determine if we have a quorum?"

SECRETARY Call the roll (select a theme for their response). Mr. President, we have a quorum present.

PRESIDENT "Will the secretary read the minutes from the last meeting?"

SECRETARY Reads the minutes (just indicate this to the audience)

PRESIDENT "Can I have a motion to accept the minutes?"

MEMBER #1 "I move that we approve the minutes from the last meeting."

MEMBER #2 "I will second that motion."

PRESIDENT All in favor of the motion say "aye", all opposed say "nay". Motion carries.  
Will the Treasurer give us a report?

TREASURER "There is no change since the last meeting, we still have \$302.80 with no outstanding bills to be paid."

PRESIDENT "Is there any more discussion on the Treasurer's Report, if not it will be filed for Audit."

PRESIDENT "Are there any committee reports?"

COM. PERSON "The fundraising committee met and brainstormed some ideas. We are open to other ideas that members have for raising money to buy tickets for the club's planned zoo trip."

TREASURER "How about a giant garage sale?"

COM. PERSON "That was not on our list, but I will add it for consideration. We will be meeting after the meeting and will have a proposed fundraiser idea at the next meeting"

PRESIDENT "Is there any old business?"

MEMBER #2 We talked about purchasing club shirts at the last meeting. I move that we purchase shirts for all club members from the checking account.

COM. PERSON I second that motion.

PRESIDENT Is there discussion on the motion that we purchase shirts for all club members from the checking account?

TREASURER Our checking account balance will not allow us to pay the full shirt price for all members. I move to amend the motion to add the words, "each member must pay \$5 towards their shirt".

MEMBER #1 I second the amendment.

PRESIDENT Is there any discussion on the amendment that each member pays \$5 towards their shirt? Seeing no discussion, all in favor of the amendment say "aye", all opposed say "nay". Amendment carries

We will now be voting on the amended motion which reads, "The club will purchase shirts for all club members, with each member paying \$5 towards their shirts, and the remaining balance coming from the checking account.

All those in favor of the amended motion raise your right hand; all those opposed raise your right hand. Motion as amended passed 16 for, 0 against."

"Is there any more old business? Hearing none, let's move to new business. The first item under new business is ideas for a community service project"

TREASURER "I move we buy flowers to plant under the park sign as a community service project for the year."

MEMBER #2 "I second that motion."

PRESIDENT "It has been moved and seconded that we buy flowers to plant under the park sign as a community service project for the year." Is there any discussion?

SECRETARY "We have a Community Service Project Committee that has been exploring community service ideas. The club has not explored all the options for community service projects yet. "I move that we refer the topic to the Community Service Committee for a report at the next meeting."

MEMBER #1 "I second the motion."

PRESIDENT "Is there any discussion about referring the motion to buy flowers to plant under the pack sign to the Community Service Committee? Hearing no discussion, All those of in favor of referring the motion to the Community Service Committee signify by standing, all opposed please stand. Motion carries 16 votes for, 0 against. The Community Service Committee will report at the next meeting."

MEMBER #2 "Just a reminder that the next meeting is the club picnic at my house on April 14 at 6 PM. Directions are available on the refreshment table."

PRESIDENT Is there any other new business?

COM. PERSON "I move that we adjourn the meeting and enjoy some refreshments."

MEMBER #1 "I second the motion."

PRESIDENT "All in favor of adjourning the meeting say "aye", all opposed say "nay". Meeting adjourned.

**Adapted by**

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