

4-H Club Meeting Report Form



Club Name: _____

Meeting Date: _____

Meeting Place: _____

Attendance at Meeting

	Number
White	
Black	
Hispanic	
American Indian	
Asian	
Cannot be determined	
TOTAL	

Individual Contacts

phone calls, emails, visits, letters, etc.	
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Gender

Male	
Female	

Youth/Adult

Youth	
Adults	

Business discussed or topics taught:

Program: _____

Recreation: _____

Next Meeting Date: _____

Club Reporter or Secretary Signature: _____

Club Manager Signature: _____

PLEASE NOTE:

Due immediately following monthly club meetings to the Extension Office.

Complete at the end of each meeting and slip under the office door
if you meet at the Extension office.

Attach Attendance Record, Sign-in sheet, & Minutes.