



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

- 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

Business	Group Building	Educational

Local Contact Information

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

