

Officer Report

Club _____ Date _____ Officer _____

Presiding Officer _____ Location _____

Club had Greeter/s _____ President had agenda _____

Opening

Start on time _____ Pledge _____ Prayer _____ Toast _____ Songs _____

President stands while speaking _____ Members stand while speaking _____

Number attending _____ Number of members in the club _____

Guests were introduced _____ Protocol followed _____

Did you wear the state uniform? _____ Dress of membership _____

Meal

Type _____ Cost _____

Raffles _____ 50-50 _____

Tailtwisting _____

Range of price _____ Variety of reasons _____

Minutes of previous meeting _____ Treasurer's report _____

Discussed fund raisers _____

Discussed service activities _____

Discussed retention and/or new membership _____

Were you asked to speak? _____ Topic _____

Inductions or ceremonies _____

Program _____

Length _____ Could other clubs use this? _____

Courtesy of members

Towards officers _____ Toward program _____ Toward you _____

Was the meeting fun? _____ Length of meeting _____

Ideas you can share with another club _____

Recommendations _____