**Board of Directors Meeting Agenda**

Call to Order Key Club Pledge Roll Call

Club Secretary’s Report Minutes

Official Monthly Report Correspondence

Treasurer’s Report Committee Reports

Unfinished Business (Prepare list in advance) New Business

Club Evaluations (Discussion/Suggestions for positive adjustments)

Attendance Club Bulletin

Membership Inter-clubbing

Club Meetings Fund Raising

Committee Functioning Public Relations

President’s Goals Finances Division Business

District Business International Business

Adjournment