

Proposed Agenda | Night Membership Drive Meeting (NOW)

Optimist Club of XYZ

Location

Date/Time

- I. **Welcome & Intro** - conducted by membership committee
- II. **Getting started** – appoint someone for each
 - a. Prayer
 - b. Lead pledge, Optimist Creed
 - c. Joke
- III. **Words From Key Speaker** - perhaps the facilities manager/host can welcome guests
- IV. **Guest Introductions** - Members who brought guests should introduce them
- V. **Installation of New Members**
- VI. **Recognize Kids** - Specific names of youth who have recently benefited from club, and how
- VII. **JOOI Discussion and Recognition**
- VIII. **Review CLUB ACTIVITIES** - How money is used (Each chair present discusses their activity, 90 secs each)
- IX. **Review CLUB FUNDRAISERS** – How we raise funds to support those activities 60-90 seconds on the fundraiser and how much money you raised last year (each fundraising chair presents, 60-90 secs each)
- X. **Review MEMBER EVENTS** – Discussion of each club event by a designed person
- XI. **New Member Testimonials** – Introduce a new member, hear their opinion of the club
- XII. **Discuss Optimist International** - How to join, Member responsibilities & day/night meeting options, \$15 if you join today
- XIII. **Close meeting**