

# Club Program Planner



Meeting Date: \_\_\_\_\_ Theme \_\_\_\_\_

**5 Min** - Flag Salute: \_\_\_\_\_ Rotary Moment \_\_\_\_\_

**5 Min** - Welcome members and introduce guests

Guest Names: \_\_\_\_\_  
\_\_\_\_\_

**25 Min** - Meal / Club News, President - Notes

**20 Min** - Featured speaker

Name: \_\_\_\_\_ Topic: \_\_\_\_\_

Who is introducing the speaker? \_\_\_\_\_

**5 Min** - Member interaction (Brief Craft Talk, Announcements) Who: \_\_\_\_\_

What: \_\_\_\_\_

Foundation/Membership Support:

**15 Min** -Who: \_\_\_\_\_ What: \_\_\_\_\_  
(Fines, Drawings, Games)

**5 Min** Closing Remarks President

Notes: