



MODEL MEETING SCORE SHEET

CLUB NAME _____

COUNTY _____

TIME FINISHED _____ START _____ TOTAL _____

Review the Post Rock District's 4-H Day Guide for specific contest expectations.

Points to Consider	Percent	Judge's Comments
SUBMITTED REPORTS – Meeting agenda; Roll call; Secretary's minutes. Written reports from other officers as appropriate. Submitted with the recorded meeting. Clearly and effectively serves business meeting purposes.	15	
OFFICER AND COMMITTEE REPORTS – Verbal reports are well prepared, organized, and complement the written reports/handouts shared with the membership. Presented with poise and confidence. Demonstrate engagement in the club through an appropriate member leadership role.	15	
PARLIAMENTARY SKILL – Members demonstrate age-appropriate parliamentary skills. The business meeting includes proper making and carrying through of motions. Correct handling of parliamentary problems. Input from all members.	20	
CEREMONIES – Opening and closing, use of 4-H Pledge, flag salute, flag etiquette, motto, creed, and other suitable ceremonies or celebrations.	15	
PROGRAM AND RECREATION – Provides members with opportunities to build communication skills by sharing project talks, demonstrations, etc. Activities are suitable for the meeting place and the size of the group. Includes an appropriate balance and arrangement. Interesting and interactive.	15	
ATTITUDE – Welcoming environment. Naturalness of the meeting is not staged. Response, enthusiasm, dispatch, attentiveness, and involvement of the group. Members connected with each other. Meetings are fun and productive.	20	

FINAL RATING: PURPLE__ BLUE__ RED__ WHITE__



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