

SAMPLE AGENDA:

VSHS Eco Club

Meeting Agenda:

Date: 2/18/20

1. Introductions (5 min.)
2. Check-in (5 min.)
3. Discussion Items:
 - Leadership Roles (10 min.)
 - Advisor? (5 min.)
 - Kick-Off Event (10 min.)
3. Next Steps? (10 min.)
 - Who will do what?
 - By When?
 - Sub-committee teams?
4. Date of Next meeting