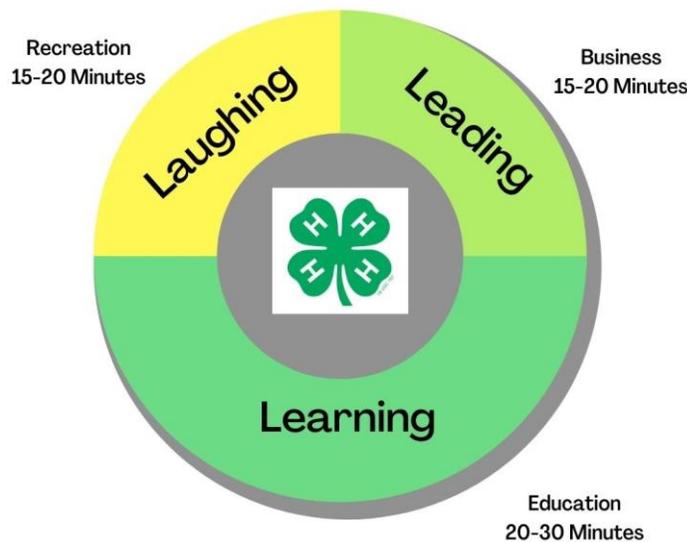




# Three Parts of a 4-H Meeting

When planning 4-H club or group meetings, it's important to include the three parts of a meeting. Those three parts are commonly known as Business, Education and Recreation. Sometimes it's challenging to think about meetings using those terms – so we'd like to introduce you to a different perspective – Leading (Business), Learning (Education) and Laughing (Recreation)!

## THREE PARTS OF A MEETING



**Leading** (Business, 15-20 minutes): This is the official club decision making part of the meeting, when you, as a club, decide what you're going to do as a club. This part of the meeting is led by the youth leaders (sometimes officers, but this is where YOUTH VOICE is important!)

**Learning** (Education, 20-30 minutes): 4-H is all about education. During this part of the meeting, you, as a club, learn something. This could be a guest speaker, a member demonstration, community service, or a project. Don't forget to use your youth members as teachers!

**Laughing** (Recreation, 15-20 minutes): If we are not having fun in 4-H, we are missing a huge opportunity! A name game, team builder, service project or activity is a great way to build relationships, get to know members and families, and make club memories. And don't forget the snack time – food brings people together! You may even have a youth member who is willing to lead these activities!