

TYPICAL AGENDA OF SECOND QUARTER ZONE MEETING (JANUARY)

5 min	Welcome & Introductions
5 min	Invocation & Pledge to Flag/Toast to Country
30 min	Meal Service with Fine Session
5 min	Zone Report by Lieutenant Governor
3 min	Introduction of Guest Speaker
15 min	Guest Speaker
2 min	Thanks to Guest Speaker

ANNOUNCEMENTS AND REPORTS

5 min	a)	Oratorical & CCDHH report clubs & zone level
5 min	b)	Respect for Law/Day of Non-Violence
5 min	c)	Safety on Wheels/Tri-Star Sports
5 min	d)	Public Relations
5 min	e)	Youth Clubs/JOOI Convention
2 min	f)	Optimist International and district dues for January are due
15 min	g)	Club President's Reports – relate back to goals identified at first quarter – celebrate all successes!! Offer encouragement & praise – make members feel proud of the club they belong to.
	h)	District A&A Program
8 min	i)	50/50 draw and club attendance awards
	j)	Presidents and district membership awards pin. (Bring up members and present them with their awards.
	k)	Promote second quarter board meeting
5 min	l)	Questions or announcements for the betterment of Optimism
	m)	Adjourn with the Optimist Creed

