

Haskin--FBLA Agenda—Entrepreneurship—October

Instructions – Your assignment is prepare an agenda, using the correct setup and formatting, for 2 FBLA Meetings. FBLA official agendas look like the following:

Top Margin: 2"
Side Margins: 1"
Second Page Top: 1"

FUTURE BUSINESS LEADERS OF AMERICA-PHI BETA LAMBDA

(DS)

Board of Directors Agenda

(DS)

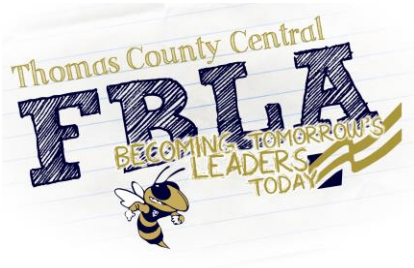
Tuesday, March 20, 20__

(DS)

1. Call to Order—Jean Buckley, Chief Executive Officer
(DS)
2. Roll Call—Mary Anvil, Secretary
3. Reading of the Minutes—Mary Anvil, Secretary
4. Treasurer's Report—Harvey Weinberg, Treasurer
5. Other Officer Reports
6. Committee Reports
 Accounting—Mildred Wright
 Social—Betty Einstein
 Fund-raising—Bret Rushmore (SS)
7. Unfinished Business
8. New Business
9. Date of Next Meeting
10. Adjournment

Note:

Numbers may be left or right aligned.



FUTURE BUSINESS LEADERS OF AMERICA

Meeting Agenda

Wednesday, September 18, 2019

1. Call to Order – Bryce Barwick, President

- i) Pledge of Allegiance
- ii) FBLA Pledge

2. Attendance – Kamryn Corbin, Secretary

- i) Attendance sign in sheet

3. Reports – Emily Bishop, Treasurer

- i) Balance
- ii) Additions related to membership dues

4. Announcements – Mr. Haskin, Adviser

- i) Membership Applications
- ii) Fall Rally (Money & Attire)

5. Program – Mr. Nikul Patel, Suzi Q's Foods

6. Adjournment

Feedback: 98/100

This is a good job overall. It may have been when you transferred it over, but your bullets are not aligning and matching up between the two agendas.



FUTURE BUSINESS LEADERS OF AMERICA

Meeting Agenda

Wednesday, October 23, 2019

- 1. Call to Order – Bryce Barwick, President**
 - a. Pledge of Allegiance
2. FBLA Pledge
- 3. Attendance – Kamryn Corbin, Secretary**
 - a. Attendance sign in sheet
- 4. Reports – Emily Bishop, Treasurer**
 - a. Balance
 - b. Additions related to membership dues & nationals reimbursement
- 5. Announcements – Mr. Haskin, Adviser & Bryce Barwick, President**
 - a. Study for RLC testing events
 - b. Testing to take place immediately following Thanksgiving Break
- 6. Program – Mr. Ed Millere, New Hire Solutions**
- 7. Adjournment**

EP