

Reporter's Guide

The _____ (date) meeting of SPJST Lodge _____, _____ Youth Club was called to order at _____ a.m./p.m. by _____ (name of officer).

_____ lead the Pledge of Allegiance to the flag of the United States of America and the SPJST Youth Club Motto. Members remained standing for a moment of silent prayer.

The register was read. Present were _____ members, _____ guests and _____ adults. Guests were _____.

The minutes were read and approved / corrected.

_____ gave the treasurer's report. This month's fundraising plans are _____.

This month's social will be / was a _____ (event) at _____ (place) on _____ (date) at _____ a.m./p.m.

The charity project for this month will be / was _____ (name of project) for _____ (group).

Our youth leader _____ (name) reported _____.

Youth members enjoyed having _____ for refreshments. Refreshments were served by _____.

The after-meeting activities were _____.

Members with birthdays this month are _____.

Door prizes were won by _____.

The next youth club meeting is _____ (date) at _____ a.m./p.m. at _____ (place).

The meeting was adjourned at _____ a.m./p.m.