

AGENDA AND RESOURCES

1. WELCOME

- a. Introductions and icebreakers
 - i. Introduce officers.
 - ii. Introduce advisor.
- b. Introduce guests — include in [icebreaker](#).

2. OLD BUSINESS

- a. Community Needs Assessment
 - i. Was there consensus on how we define our community — school, city, county, state, etc.?
 - ii. As a club, what are our top three areas of concern?
- b. Project ideas? (Identify projects to address community needs virtually or remotely.)
 - i. Using the [Home Project and last meeting's discussion](#), generate a list of possible projects and then group them by category.
 - ii. How did your past projects address the needs in your community?
 - iii. Do you need new projects, or do you refine your existing projects?
- c. Revisit discussion of service from last meeting:
 - i. Why are we interested in serving others as a part of Key Club?
 - ii. What do those served get out of service? What do we get out of service?
- d. Review [list of projects](#) completed by Kiwanis youth clubs during COVID-19
 - i. What do you especially like from this list?
 - ii. What projects fit in well with the list of community needs we have identified so far?

3. NEW BUSINESS

- a. From all the projects that have been highlighted, what should be our Key Club's priority for this fall semester?
- b. Set up a committee to work on each project (or at least the first one).
- c. You can use breakout rooms in Zoom and other online formats for committee meetings.

4. SEPTEMBER SERVICE OPTIONS

- a. Watch [this video](#) about making dog toys and discuss service projects.
 - i. Research local animal shelters to see if they would receive your completed dog toys.
 - ii. Send necessary details in an advance e-mail to members.
 - iii. Have materials ready when you start the video.
- b. September is Childhood Cancer Awareness Month. Learn more about childhood cancer and how you can help at the [American Childhood Cancer Association](#).

- c. Check with your local [Ronald McDonald House](#) to see what could be made for families in residence and what restrictions exist. Your club might be able to make cards of good wishes, decorative place mats for meals or seasonal decorations for the dining room.
- d. Complete a project from your list or spend time planning for one.

5. HOME PROJECT

- a. Determine a hands-on project or options for everyone to complete at home before the next meeting.
- b. Committee members meet to start planning the first project from your list. (Report details at the next meeting.)

6. ADJOURNMENT

- a. Thank everyone for their participation, especially the guests.
- b. Give details about the next meeting.