

SAMPLE AGENDA



ABC High School HOSA Meeting Agenda

Location

Date

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Financial Report
- V. Officer Reports
 - a. Vice President
 - b. Secretary
 - c. Historian
- VI. Committee Reports
 - a. National Service Project
 - b. Outstanding HOSA Chapter
 - c. Financial Leadership Activity
- VII. Unfinished Business
- VIII. New Business
- IX. Announcements
- X. Adjournment