Chapter Name

Include the day and time your chapter meets as well as the location and website.

Today's Date

STATISTICS

REFERRALS GIVEN
Fill out chapter statistics

VISITORS
Fill out chapter statistics

ONE TO ONE'S
Fill out chapter statistics

CLOSED BUSINESS
Fill out chapter statistics

CHAPTER EDUCATION
Fill out chapter statistics

NEW MEMBER

Introduce one new member each week. Include their name, profession, business and website.

AGENDA

OPEN NETWORKING

PRESIDENT WELCOME AND INTRODUCTIONS

PURPOSE AND OVERVIEW

EDUCATIONAL MOMENT

WEEKLY PRESENTATIONS

VICE PRESIDENT'S REPORT

MEMBERSHIP COMMITTEE REPORT

FEATURED SPEAKER

REFERRALS - TESTIMONIALS

CLOSE MEETING

OPEN NETWORKING

LEADERSHIP

PRESIDENT
Leadership Name

VICE PRESIDENT
Leadership Name

SECRETARY / TREASURER
Leadership Name

EDUCATION COORDINATOR
Leadership Name

MEMBERSHIP COMMITTEE
Leadership Name

MENTOR COORDINATOR
Leadership Name

GROWTH COORDINATOR
Leadership Name

VISITOR HOSTS
Leadership Name

VISITORS

Include a greeting or note to visitors, perhaps about who to speak with about joining your chapter.

QUOTE

Include an inspirational quote or perhaps a core value.

EVENTS - TRAININGS:

Upcoming events and or trainings in your area.

FEATURED SPEAKER

Include a brief description of your featured speaker for this week and the topic of their presentation.

NOTES

EVENTS

Upcoming Date

Upcoming Event

Upcoming Date

Upcoming Event

Upcoming Date

Upcoming Event

Upcoming Date

Upcoming Event

Upcoming Date

Upcoming Event

OPEN SEATS

Feature all the open seats in the Chapter as a reminder to the members.

SPEAKERS

Date – Speaker Name

Speaker's Topic

Date – Speaker Name

Speaker's Topic

Date – Speaker Name

Speaker's Topic

Date – Speaker Name

Speaker's Topic

Date – Speaker Name

Speaker's Topic

PREVIOUS NUMBERS

REFERRALS GIVEN

Fill out previous weeks' numbers.

CLOSED BUSINESS

Fill out previous weeks' numbers.