**August committee chair mtg**

**Welcome…………………Arath**

**Balloon pop Mixer…………Nathan**

**Develop Goals…………….Erika**

**Plan and run events………..Yami**

**Reach out……….. Rene&Maico**

**Committee reports....Anaely&Austin**

**Closure………………….Arath**

**AC- Meeting Welcome**

Welcome back everyone we hope that everyone has had a great start to their school year. Let me be the first to welcome you to the leadership team here at Galt FFA. You were all carefully selected to take an important role as the leaders of one of our four standing committees. We hope that you can help us hype this year's FFA members up to make it a great year and accomplish a lot of important tasks with excellence! We would also like to **thank you** for being able to make it today, we know you all have a lot on your plates. Now with that being said, let's get this meeting started. --Today, we will be talking about how to properly plan and run a meeting and other big events, develop goals for the year, we will also learn how to reach out and engage people, and also learn how to create creative committee reports so we can have a lot of our members involved and have the best committee process ever. And best of all, when you leave today, you will have your first committee meeting prepared.  To get us started, please help me welcome Nathan.

**Balloon pop Mixer- Nathan**

Thank you Arath. One of the most important things we can do this year is to get to know our fellow members and we'll spend a few minutes doing that here today with a quick mixer.

Your goal in this next activity is to get to know the people you'll be working alongside. Here's how this will work.

**First, go ahead and grab** a ballon, paper, and a pencil then return to your seat for further instructions.

Next, take a few seconds to write at least 2-3 cool things about you on the paper. Write your name in the back of the paper.

**Once you've done that, p**ut the piece of paper in the balloon and blow up the ballon.

**(Wait until everyone has done this...)**

**Okay! Once the music starts playing, throw your balloon up in the air. We need to keep all balloons up until the music stops. Once the music stops, grab any balloon near you and wait!**

Ready, here we go! (Music)

(Stop music).

Alright, grab a balloon and pop it!

Find Now, find the person whose info is that paper, introduce each other and read what each other had on the piece of paper.

Alright, great job everyone!

**Nathan introduces Erika…….**

**Developing Goals- Erika**

Thank you Nathan. Now that we broke the ice and got to know each other a little more let's get started. What better way to start than to check out a cool slideshow. As you watch I want you to try and figure out what they all have in common.

**Show slideshow of goals……..**

 (You need to make this, please!) :)

What is one word to describe all these pictures? Yes, they're all #goalz. But what is a goal? Does anyone know? These are all great explanations, so let's take look at what some of our goals are for this year. So what are some goals any one of us could have for this year as committee chairs, no matter which committee you're on? Go ahead and think, then share with the people near you.

 Alright, now who will share one or two out with the group?

**Share out goals……**

(We need a goal template paper...)

Excellent. Now we will be gathering in our committees to set our goals for the year. We will take 20 minutes to do this and should be ready to have our lead chairs report out at that time. Watch the clock! Questions? GO!

**Planning and runnning events- Yami**

(I will need to see this before I understand it all the way...)

Great job everyone…now that we know our goals lets take a deeper look and start creating a plan on how we will achieve those goals. Our goal is to plan and run a committee meeting successfully. But in order to plan a committee meeting successfully there are steps you have to take to make it successful.

**( Someone sets out the papers)**

On your tables we set out all the steps that you would take to plan your meeting. It is your job to set these steps in order on how to plan the meeting. Work with your group and set them in order on how you think the committee meeting should be planned. Is there anything I can clarify?

4-5 minutes

Okay now lets see how everyone did…

**( Go over the steps in order)**

Now that you guys have an idea how this looks like we will challenge you in creating your first committee meeting. You will have 20 minutes to put it together- again, your lead chair will report out at the end of that time...

**(they create mtg)**

they start planning with their committees … they plan they’re meeting

Congratulations, you just planned your first meeting

Now it took time but now you have learned how to properly prepare a meeting. Now lets find out how we reach out to people with Michael(Maico) and raanaay.

**Reaching out- Rene&Maico**

1. Convo Challenge Directions

**Rene:** Thank you Yami!

**Maico:**Hey Rene, have you ever had an awkward conversation with anyone?

**Rene:** All the time.

**Maico:** I'm pretty sure that most of us, if not all of us have had an awkward conversation. (looks at committee chairs) Well as committee chairs, it’s going to be a challenge, but it’s skill to get everyone involved in your activities, meetings and events. It’s very crucial that we all reach out to people and create friendships and bonds within our chapter. In this activity, you have been randomly paired up with someone else and you will be given a set of questions to ask your partner, and you can come get the set of questions from Rene, once we start the activity and on this slip of paper it will reveal who your partner is. Although, you can’t just ask these questions, you have to converse with the other person and weave the questions in. You have 5 minutes to get to know as much about your partner as you can. Is there thing I can clarify? Okay, go ahead and come get your set of question, find your partner and you can go ahead and start.

1. **Letter Process Direction**

**Rene:** Ok everyone listen up …  that was just the first part, the next activity will help us communicate with our fellow peers by writing letters … yes letters … we will write letters for our fellow FFA members to come to our meeting so it’s kind of going to be like an invitation … think of a member that maybe is not that involved and think you can convince to attend a meeting.

When you’re ready, come get a pen, and envelope and a letter from Maico. And once you’re done turn them into myself or Maico and you can go ahead and take a seat. Ready, set, go!

**Maico:** As committee chairs we should reach out to others to get them involved, and get to know them so they can feel part of what we have going on in our chapter. We shouldn’t reach out to people because we have to, but because we want to. Let’s make it a habit and get others involved. We’ve all been given a huge task and role in our chapter and it’s our job to reach out to others and make them feel welcomed into our AG fam.

**Rene:** Now let’s turn this over to Anaely and Austin!

**Committee reports- Anaely&Austin**

**AE:** Alright everyone, last topic for the training! Today we will be talking about committee reports, do all of you know what committee reports are?

**AM:** So just to clarify what they are, at each FFA meeting you will get up in front of everyone and do a skit, and explain to everyone what is going on involving your committee, in addition to advertise future event and meetings your committee will be putting on.

**AE:** What we have decided is that for every meeting we will have a theme.  Each committee will put on a skit involving that theme, as well as making it appealing to your committee, try to make it humorous to keep everyone interested in what you are saying.  The goal for these is to try and get people to participate more in the events you will be putting on.

**AM:** So to try this out, we will give you a theme, and you will have 7 minutes to come up with a skit that everyone has to participate in, you will use this as a practice run for the actual meetings.

**AE:** Alright, so the theme we will be using for the skits will be “spies”, what questions can we answer?  You can now split into your respective committee’s and begin to prepare. **PAUSE.....**  Your 10 minutes starts now.

**AM:** TIME! Thank you to the publicity committee for volunteering first.

**(all teams go.....)**

**AE:** Perfect! Now that you are able to do this in 10 minutes, when we give you a month they should be perfect, what we don’t what to happen is the first time you perform you skit to be when you up performing your reports.

**AM:**So for the September FFA meeting your theme will be animals.

**AE:** Thank you for investing the time in being successful in your roles, if you put time into this it will make your year, our year, and all of our other fellow members years much better.  If you ever need help with your skits, ask any member of the officer team and we’ll be happy to help you . Thank You.

**AM:** To wrap it all up we will turn it over to Arath

**Closure- Arath**

I know this was a lot to process for a Monday, but we want to offer our sincere gratitude for your time and attention and focus. We want to help this year become the best yet and are thrilled that we will be working alongside such outstanding committee chairs to raise the bar for our chapter committees. We look forward to seeing the commitees in action soon!

Thank you again everyone and have a great evening!