Meeting Overview

Timeline
Initiatives for the year

Meeting Notes
Effective note-taking strategy

Volunteer Projects
Ways to give back to the community

Fundraisers
Fun methods to raise money for chapters
Icebreaker

- Name
- Grade
- School
- Position
- Hobbies

Popcorn it off!
Upcoming Events...
2022-2023

Guatemala HOSA Chapter Visits

Monopoly Trivia

Holiday Game Night

Sister Chapters

Chapter Visits
02
Meeting Minutes
Tips and Ideas for Successful Notes!
Discussion Time!

What are your favorite strategies/methods to take meeting minutes?
Sample Template

Link: tinyurl.com/NevadaHOSAMinutes

HOSA – Future Health Professionals

MM/DD/YYYY

Called to order (here)
Meeting adjourned (here)

Meeting Attendees:
- [Insert name]

AGENDA
- [Insert text]

Notes
- [Insert text]

NEXT MEETING'S AGENDA
- [Insert text]

TO DO:
- [Insert text]
03 Volunteer Projects

Ideas for Chapter Service Projects
Discussion Time!

Describe your favorite chapter volunteer projects or activities!
Volunteer Project Ideas

- Blood Drive
- Be The Match
- Charity Run/Walk

Find Volunteer Events Near You:
tinyurl.com/VolunteerMatchWebsite
Volunteer Project Ideas

Find Volunteer Events Near You: tinyurl.com/VolunteerMatchWebsite

1. Enter your zip code
2. Under “Cause Areas,” choose “Health and Medicine”
03
Fundraising Ideas
Tips to Raise Money
Discussion Time!

What are successful fundraising activities that you would recommend to other chapters?
Fundraising Ideas

- Food Fundraisers + Restaurant Partnerships

- School holiday grams
  - Candy, rose, keychains

- Fundraising Booths
  - Games, baked goods, etc

- Chapter Merchandise
  - Chapter shirt, bracelet, stickers
Final Takeaway

Meeting Summary
Key Takeaways

- Detailed meeting minutes are important for efficient chapter communication and meetings
  tinyurl.com/NevadaHOSAMinutes

- Volunteer projects are an amazing way to give members the opportunity to positively impact their community!
  tinyurl.com/VolunteerMatchWebsite

- Fundraisers are a fun way to raise money for your chapter and encourage chapter bonding!
Thank you!
Contact Us

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Stay Updated!

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- YouTube: Nevada HOSA