

DETAILED PROGRAM AGENDA

***Facilitator to place Program Agenda on Podium**

11:00- 11:10 Welcome

Name _____

- Introduce Self,
- Birthdays,
- First Time Attendees, (Explain New Attendee Forms)
- Acknowledge Monthly Team and any volunteers that provided services such as baking or decorating
- Introduce Treasurer

11:10- 11:20 Treasurer Report

- Treasurer's Report
- Free Will Offering

11:20 – 11:25 Devotion & Prayer

Name _____

11:25 – 12:00 Lunch

12:00 – 12:45 Program

Name(s)

(Add details)

12:45 – 12:50 Announcements

Name

12:50 – 12:55 Closing Prayer

Name (Team Member)

Note: Outside Speakers must be approved by the Ministers prior to planning program – Complete the form for Outside Speaker and give it to the Quarterly Coordinator.