

DETAILED PROGRAM AGENDA***Facilitator to place Program Agenda on Podium**

11:00 - 11:15 Welcome

Name _____

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

11:15- 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)

12:50 – 12:55 Closing Prayer & Invitation to Christ Name _____

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.