

COMMUNITY NEEDS

1. Welcome

- a. Introductions.
 - i. Introduce officers.
 - ii. Introduce advisor.
 - iii. Introduce guests.
- b. Icebreakers — [Check out these ideas to kick off the meeting.](#)

2. Old business

- a. Community needs assessment
 - i. Was there consensus on how we define our community — school, city, county, state, etc.?
 - ii. As a club, what are our top three areas of concern?
- b. Project ideas
 - i. Identify projects to address our community's needs. Generate a list of possible projects and then group them by category. Visit the Back to School meeting kit's home project for more ideas.
 - ii. How did our past projects address the needs in our community?
 - iii. Do we need new projects, or do we refine your existing projects?
- c. Ask club members the following questions about our service.
 - i. Why are we interested in serving others as part of Key Club?
 - ii. What do those served get out of service? What do we get out of service?
- d. Review [list of projects](#) completed by Kiwanis youth clubs during COVID-19.
 - i. What do we especially like from this list?
 - ii. What projects fit in well with the list of community needs we have identified so far?

3. New business

- a. From all the projects that have been highlighted, what should be our Key Club's priority during this time?
- b. Set up a committee to work on each project (or at least the first one).

4. Service options

- a. Watch [this video](#) about making dog toys and discuss service projects.
 - i. Research local animal shelters to see if they would receive the completed dog toys.
 - ii. Send necessary details in an advance e-mail to members.
 - iii. Have materials ready when the club starts the video.
- b. Monthly service idea.
 - i. September is Childhood Cancer Awareness Month. Learn more about childhood cancer and how you can help at the [American Childhood Cancer Association](#).
- c. Check with your local [Ronald McDonald House](#) to see what could be made for families in residence and what restrictions exist. The club might be able to make cards of good wishes, decorative place mats for meals or seasonal decorations for the dining room.
- d. Complete a project from the list or spend time planning for one.

5. Home project

- a. Determine a hands-on project or options for everyone to complete at home before the next meeting.
- b. Committee members meet to start planning the first project from the list. (Report details at the next meeting.)

6. Adjournment

- a. Thank everyone for their participation, especially the guests.
- b. Give details about the next meeting.