

Pack Meeting Planning Sheet

Meeting Date: _____

Theme: _____

Activity Badges: _____

BEFORE THE MEETING

- Room Arrangement: _____
- Materials and Equipment: _____

GATHERING

- Greeters: _____
- Den Exhibits: _____
- Preopening Activity: _____

OPENING

- Opening Ceremony: _____
- Song: _____
- Welcome and Introductions: _____

PROGRAM

- Audience Participation Stunt: _____
- Den Stunts and Skits: _____
- Webelos Den Demonstrations: _____
- Game: _____

RECOGNITION

- Recognition of Boys: _____
- Recognition of Leaders: _____
- Attendance Award: _____

CLOSING

- Announcements: _____
- Closing Ceremony: _____

AFTER THE MEETING

- Refreshments: _____
- Cleanup: _____

Notes

Large empty box for taking notes during the meeting planning process.