

MINUTES REPORT FORM

for the Texas-Oklahoma District of Key Club International

The Key Club of **James Martin** High School met on **September 22, 2021** at Time **James Martin High School**.

Michelle Nguyen is the meeting Chairperson, **Erica Tran** is the meeting Secretary, and the Adult Advisor is **Jennifer McNairn**. The following members were present at this meeting: **210**. The following members were not present: **137**. **No one** was a guest at this meeting.

The Meeting Minutes are as follows (additional sheets are attached as necessary):

Introductions:

President Michelle Nguyen begins the meeting at 12:52 starting off with the Key Club pledge. After the pledge, President Michelle Nguyen jokes around with the members saying, "You guys are a natural at this!" and everyone laughed in return. With that being said, President Michelle Nguyen officially starts the meeting after ringing the Key Club bell getting everyone's attentions.

Upcoming Events:

President Michelle Nguyen first notifies the Key Clubbers that the meeting will be short and alerts everyone about the ongoing donation drive. The first donation event that President Michelle Nguyen talks about is the Homecoming Donation that the Martin Key Club, Martin Student Council, and a non-profit organization, The Formula Project has teamed up for. President Michelle Nguyen briefly explains what the donation drive is for where students and Key Clubbers are encouraged to donate school supplies to other young students located in one of the seven feeder schools in the Arlington Independent School District Area. The members are able to view all the donation supplies on the Martin Key Club website where they can also get more information.

President Michelle Nguyen acknowledges that the officers are trying to put out more in-person volunteering events and that the members should keep a lookout for any new volunteering opportunities. After hearing some concerns about how there aren't enough opportunities for members to sign up for, President Michelle Nguyen reassures the members that the officers are on the lookout for more events for Key Club members to do.

Hoco Court Nominees:

Since Homecoming Court voting was going on during the meeting, Secretary Erica Tran notifies the members that they should vote for the Key Club representatives, Vice President Ruth Hong and Treasurer Ryan Tan, if they have not voted yet. Secretary Erica Tran also introduces the other officers who were running for other clubs, and thanks the members for voting.

LTG:

This past weekend, the Martin Key Club officers attended a regional training conference and President Michelle Nguyen noticed that our region is missing a Lieutenant Governor. President Michelle Nguyen then explains the duties of a Lieutenant Governor where they oversee and help all the Key Clubs in their city. Since we are missing an LTG, President Michelle Nguyen encourages the Key Club members to step up and take on a higher leadership position.

Buddy System:

President Michelle Nguyen first thanked all the members who had signed up for the Buddy System and that the officers will have the members paired up by the end of the month. President Michelle Nguyen then answers some frequently asked questions which are “If we are able to be paired up with our siblings or friends” and she answered with a no. With the Buddy System, the officers will pair the members up with new people because this system encourages members to meet other members through volunteering opportunities.

Conclusion:

President Michelle Nguyen reminds all the Key Club members that the agenda and all the Key Club information is posted on the Martin Key Club website where all the members are able to access easily. Finally, President Michelle Nguyen thanks all the members again for coming and reminds them to document their meeting attendance by taking a picture with one of the officers. President Michelle Nguyen officially adjourned the general meeting at 12:58 PM.

Submitted By:	Erica Tran <i>Erica Tran</i>	on	9/28/21
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