

District _____

Council _____

Finance Committee

Work Plan (Sample Agenda)

Time _____ Date _____ Place _____

Chairman _____

1. Attendance record. List names—check those in attendance.

<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____

2. Review assignments accepted at last meeting. Jobs not completed are carried forward.

3. Friends of Scouting.

	By Date	Goal	Have	Assignment Accepted By
Prospects	_____	_____	_____	_____
Workers	_____	_____	_____	_____
Supplies	_____	_____	_____	_____
Kickoff	_____	_____	_____	_____
Report meetings	_____	_____	_____	_____
Victory celebration	_____	_____	_____	_____

Dollars raised.

Date	Goal	Actual	Percent
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

4. Project sales.

Projects	Prospect	Assignment Accepted By
_____	_____	_____
_____	_____	_____

Dollars raised _____ Goals _____

5. Popcorn or other product sales.

Product	Assignment Accepted By

6. Approved unit money-earning projects.

Unit Number	Project	Approval

7. United Way relationships.

(For districts that have a United Way relationship.) Progress:

8. Other business.

Announce the next meeting: Time _____ Date _____ Place _____

9. Adjournment.