

# **Relief Society Presidency Meeting Agenda**

Date: \_\_\_\_\_

1. Prayer (kneeling, use list of names and families we need to pray for): \_\_\_\_\_
2. 5-10 minute Leadership Training (Scripture Study, review RS Handbook, Preach My Gospel, or Stake Goals)
3. Minutes from the last Presidency Meeting (report on previous assignments)
4. Council from the Bishopric and/or Stake RS Presidency
5. Make Sunday assignments for the month of: \_\_\_\_\_
  - A. Fast Sunday Lesson: \_\_\_\_\_
  - B. Conducting: \_\_\_\_\_
  - C. Table Setup: \_\_\_\_\_
  - D. Microphone & Stand from the Library/Switch turned on: \_\_\_\_\_
  - E. Greet Sisters: \_\_\_\_\_
6. Discuss calendar items for the upcoming month
7. Assess the Needs (collectively and individually) and concerns of sisters
8. Education Counselor (Discusses Teachers' needs and plans to make gospel teaching more effective, Lesson Schedules, Music, YW Transition needs, etc.)
9. Enrichment Counselor (Discusses Enrichment Night, Children's Class, Weekday Enrichment Activities, Emergency Preparedness, etc.)
10. Secretary (Discusses budget/expenditures, Newsletter, Birthday Assignments, provides Thank You or Sympathy notes for Presidency to sign, Reports, plans on how to help any new or less active sisters, etc.)
11. Sisters to visit:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
12. Next Meeting:    Time: \_\_\_\_\_    Date : \_\_\_\_\_    Place : \_\_\_\_\_
13. Closing Prayer: \_\_\_\_\_