**Rotary Club of Ku-ring-gai**

**Meeting run sheet**

6:57 Sergeant’s ‘Call to Order’

7:00 President’s welcome

7:05 Direct order of visiting buffet (if applicable)

[7:25 New member induction, if applicable]

7:25[30] Notices – welfare report; upcoming events; announcements; requests for help

7:35[40] Sergeant: PP Bob Ivey

No later than 7.55 Guest speaker

No later than 8:20 Vote of thanks

8:22 Door prize draw: (guest speaker)

8:23 Next week’s program:

8:24 Next meeting & reminders:

Door Team: July door team

Gordon Market roster

8:25 Thanks to visitors for attending (see lists above). Please come again.

8:30 Closure