

# 90-Minute Rotary Meeting Agenda

**Meeting call to order** 5 minutes

**Meal and fellowship period** 30 minutes

**President's time** 20 minutes

- Introduction of visiting Rotarians/Guests
- Correspondence and announcements
- Committee reports
- Club business

**Program** 30 minutes

- Introduction of speaker
- Speaker's presentation

**Closing remarks by the President** 5 minutes

**Adjournment**