

Agenda 2: Event Information and Sign ups

This meeting builds on the introduction by focusing on competitive events. Members should be finalizing registration, paying dues, and selecting events. Officers should provide support to help students make informed choices and feel confident about their decisions.

Agenda Items:

1. Call to Order & Welcome
 - a. President/Advisor opens meeting
 - b. Roll Call/Attendance if taking
2. Membership Finalization
 - a. Remind members of dues/deadlines
 - b. Share timeline for final event selection
 - c. Collect payments or forms
 - d. Confirm everyone is connected to communication platforms
3. Competitive Events overview
 - a. Use a slideshow, visuals, or handouts to cover:
 - i. Explain event categories, types, and examples (individual vs. team, leadership vs. testing vs. skills-based vs. portfolio/presentation events).
 - ii. Provide handouts, sample test questions, or highlight officer/member experiences.
 - iii. Discuss time commitments and preparation expectations honestly.
 - iv. Share success stories to motivate members
 - v. Provide timeline for event preparation
 - vi. Make students aware of event guidelines and locations
here: <https://hosa.org/guidelines/>
4. Event selection support
 - a. Allow members time for questions
 - b. Officers and experienced members may circulate to offer guidance
 - c. Provide information in advance on practice session/workshops you may be preparing--see later meeting agendas for samples on how to run these
5. Closing and Next Steps
 - a. Summarize key reminders: dues, registration, deadlines.
 - b. Encourage members to begin preparing early.
 - c. Preview what the next meeting will focus on (ex: competition prep, practice workshops, or team-building).