| **BOOK CLUB MEETING AGENDA TEMPLATE**  **[BOOK CLUB NAME]** |
| --- |

|  |  |
| --- | --- |
| Location: | [LOCATION NAME or WEB MEETING URL or PHONE CALL-IN NUMBER] |
| Date: | [DATE] |
| Time: | [MEETING TIME] |

# TOPICS TO BE DISCUSSED:

## [INTRODUCTION]

### [MEETING LEADER WELCOME]

### [NAME OF BOOK AND SELECTION FOR DISCUSSION]

## [SUMMARIZE]

### [ATTENDEES SUMMARIZE READING SELECTION]

## [DISCUSS]

### [DISCUSS READING NOTES, CRAFT, CONTENT, QUESTIONS]

## [PREDICT]

### [PREDICTIONS OF NEXT SELECTION]

## [SET READING GOALS]

### [READING SELECTION FOR NEXT MEETING]