

The meeting starts off with Cindy Vo, the president of Jersey Village Key Club, asking for members to stay mute during the meeting, and that there will be a question and answers section near the end if members have questions.

After the short introduction of the zoom etiquette, Cindy starts the meeting with the Key Club pledge, and shortly after, Vuong talks about important and pertinent information. Vuong says that because the membership deadline is October 21, 2020, hours will be temporarily suspended until that date. This means that the hours that members have acquired during this time period will be stored in records until the 21st. After the 21st, hours will be given to members who have completed and filled out the membership information and paid the Key Club dues. Next, he talks about Hour Logs. In the previous years, the hours logs have been clustered, and Vuong has decided to change the format of the hour logs. The new and improved hour logs allows for members to see their cumulative hours without scrolling for five minutes every single time they want to view their hours. Additionally, he provides links for the previous hour logs for seniors in order to understand how much they contributed in Key Club for their college applications. Next, Vuong talks about graduation requirements. He explains that for the 2020-2021 school year, seniors must obtain a cumulative sum of 80 hours, and 30 of those hours must come from their senior year. In terms of cords, seniors who have been in the club as a member for 2+ years are eligible for a cord. After talking about graduation requirements, Vuong talks about transferring hours. In order to transfer hours, members must have obtained 15 hours from this school year. From there, they fill out the transferring hours form. If they want to transfer ours within the school, the maximum number of hours that they can transfer in or out is 30 hours. If the member wants to transfer hours outside of Jersey Village High School, there is no maximum or minimum.

Next, the Event Coordinators start talking about upcoming events. To start off the upcoming events topic, Angela Dang talks about Principal Appreciation week. Members can create handmade cards to show our principal, MS. Wiley, how much she is loved in Key Club and how appreciated we are to have her. Finally, Hannah talks about articles, in which members can write articles of different topics for our editors

For the closure of the meeting, Cindy talks about the steps in order to sign-up for events in FaceBook. She shows the detailed steps with pictures on how to sign up for events. She also announces that all events and socials will be done virtually in order to ensure safety for the members. We will not encourage in-person events as it poses a potential threat to the health of our members. Also, Cindy talks about membership dues and how they must be completed by October 21st. Next, Cindy brings up our T-shirt, and requests that members fill out the T-shirt size form in order to get a gist of how many T-shirts of each size we should buy. Then, she talks about social media and emphasizes the importance of FaceBook. Finally, she talks about our upcoming meeting dates, which are on October 21, November 4, November 18, and December 2nd. To officially conclude the meeting, Vuong sends out the attendance sheet for the members to fill out in order to count for their attendance.