## REMEMBER...

- Always follow the laws of your jurisdiction.
- Toastmasters International Governing Documents can be found online for your
- The members of the club vote on how the club should meet.
- Update TI club central with meeting details, and your area or division director.

Present this Club Business Meeting with a quorum present. Encourage members vote on this matter.

Have you found a budget friendly venue?

no

Hybrid

no

**HOW SHOULD** 

**OUR CLUB** 

MEET?

yes

Are your

members local?

Are your

members

comfortable

with in-

person

meetings?

yes

Is your venue still

available to

you?

yes

Is your

venue

now costprohibitive?

no

Consider

serving all

members by

meeting either hybrid

or online

Does the venue provide any hardware/WiFi?

yes

Is it budget friendly?

yes no

> Does the club have all of the necessary equipment to conduct a successful hybrid

meeting?

yes

Did you find a budget friendly venue?

no

yes

Search for

a budget-friendly venue

that can

accommodate

your club meetings.

information at your Club Business Meeting with a quorum present. Encourage discussion. Have all members vote on this matter.

Present this

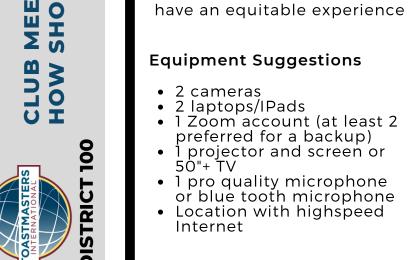
Meet In Person. On Site

no

**Meet Hybrid** 

yes

online and onsite members



information at your Meet **Online Online** discussion. Have all Hybrid meetings Based on well-executed hybrid clubs currently meeting, here is a list of equipment used so that