

Checklist for Book Club Meetings

Before the meeting:

- _____ Determine when, where, and how often to have the meetings
- _____ Send fun and interesting invitations
- _____ Decide on which refreshments to serve (if possible, choose a menu relevant to the books' theme).
- _____ Prepare a “crafty” activity or a short movie related to the books' theme

During the meeting:

Handle any book club “business”

- _____ Create a contact list that includes email addresses, phone numbers, and mailing addresses
- _____ If applicable, collect dues. Some book clubs collect dues as little as \$1.00 per meeting, to provide donations to a library or school of their choice at the end of the year.
- _____ Recruit volunteers to host the next meeting. This person is responsible for leading the discussion or story time, as well as providing a meeting place with refreshments. An adult should always be involved in these decisions, depending on the age range of the participants.
- _____ Vote on which book will be discussed at the next meeting.

Conduct an Ice- Breaker Activity

- _____ Allow the host to conduct an icebreaker activity that will allow new members a chance to get to know everyone, and timid members a chance to loosen up. (For ice-breaker suggestions, visit <http://www.childrensbook-worm.com>)

Present the “book of honor”

- _____ The Presenter or Host presents the book however they choose. They can read it in a dramatic story time way, or they can act out certain scenes of the book.

Discussion questions

- _____ Discuss the book of honor using 3 to 4 questions that provoke thought. If time permits, allow everyone to have input. (For discussion suggestions, visit <http://www.childrensbook-worm.com>)

Themed Activity

- _____ Provide an opportunity for socializing beyond eating. An activity related to the book can be anything consisting of a [craft](#), [movie](#), [field trip](#) to a historical place mentioned in the book, or a game of [charades](#) that uses terms from the book.

Don't forget to have fun!