



Club Meeting Venue Considerations

One of the earliest decisions a club needs to make is where the regular meetings will take place. Below are some of the considerations that need to be addressed:

Consideration	Yes	No
Is the venue available for all proposed meeting day/times?		
Is the venue's location central to as many potential members as possible?		
Is parking available?		
Is public transit available if appropriate?		
Is there sufficient space for meeting attendees, including social time?		
Is the venue's cost manageable within reasonable membership fees?		
Is the venue accessible - all one level, ramp(s) if needed, washrooms, etc.?		
Are the venue's acoustics appropriate for members with impaired hearing?		
Is AV equipment available? (Many clubs end up purchasing their own.)		
Will members be required to set up and take down the room?		
Is a kitchen available?		
Can the club provide its own refreshments?		
If the venue provides refreshments, is the cost reasonable?		

When it comes to interest groups, the range of options expands, depending on the size of the interest group and what they want to do.

For example, hiking groups do not need a meeting room. Crafts groups and book clubs do. If the interest group is small, it can often be accommodated in someone's home. Larger meeting rooms are often available for a nominal amount (or even free) from community centres and churches. This issue is much more *ad hoc*, and arranged by the individual groups as needed.