

Project Data Sheet

Book Club

~3rd Saturday of Every Other Month

Primary Purpose

To discuss a book every other month.

Description: Let's talk about a different book every other month. The location for the book club will rotate between member's houses/apartments. The participants/hosts will provide light refreshments; BYOB. Book selection for future meetings will be chosen by consensus of the participants at the previous meeting.

Goals

Goal A: To explore different books with friends in a relaxed setting.

Goal B: Involve approximately 6 Jaycee members.

Goal C: Activate 1 members.

Goal D: Involve 1 guests in the project.

MANPOWER	Name	Daytime Phone	Evening Phone	Email
VP	Kendra Fuller			IndividualDevelopmentVP@chapelhilljaycees.org
Chairperson	Kim Winson	919-493-7784		Kim.winson@gmail.com

Materials (List all materials that are necessary to conduct this project)

Item	Source of Donation or amount spent
Sign up sheet	ID VP
Location—house, apartment, etc.	Host /chair
Food/drink	Participants/host
Book suggestions for upcoming meetings	Participants
Editorial reviews of books	www.readinggroup.com
Selected book for next meeting(i.e. the book to be discussed)	Chosen by Participants
Reading group discussion guides	www.readinggroup.com

Contact Info (List contact info for any individuals who helped with this project)

Name	Email	Phone number	Role in project
Kim Winson, chair	Kim.winson@gmail.com	919-493-7784	Chairperson Coordinate book selections Coordinate meeting locations
Kendra Fuller	individualdevelopmentVP@chapelhilljaycees.org		ID VP Assist Chairperson as needed

Time Line (check when these tasks have been scheduled/include date)

	<u>Scheduled</u>	<u>Actual</u>
<input type="checkbox"/> Date of project established.	~3 rd Saturday, even months (Feb, April, Jun, except December?)	2/24; 4/16, etc.
<input type="checkbox"/> Schedule presenter	Kendra or Kim	Same
<input type="checkbox"/> Reserve location for next meeting	1-3 months in advance	Ongoing
<input type="checkbox"/> Initial abbreviated PDS approved by the VP in charge.	11/04	11/04
<input type="checkbox"/> Project put on website calendar.	1-3 months in advance or ASAP	2/24/05, ongoing
<input type="checkbox"/> Announce at General Membership Meeting.	At each of 2-3 meetings before event	Same
<input type="checkbox"/> Information sent out on email lists (e-newsletter & Yahoo Group).	Newsletter: week of the event (published Sundays) Meeting recaps: anytime it's mentioned in the GMM Yahoo!Group: ASAP & 1-2days before the event.	Same
<input type="checkbox"/> Final abbreviated PDS approved by the board.	N/A	N/A

Evaluation of Goals

Result A: See below

Result B: Jan: 2 members; Feb: 4 members

Result C: Jan, Feb mtg: 0 new members

Result D: Jan, Feb mtg: 0 guests

Helpful Information for future chairs

Books read and scheduled for 2005:

- 1) Jan/Feb: The Five People You Meet in Heaven by M. Albon
- 2) April: The Time Traveler's Wife by A. Niffenegger
- 3) Jun: The Dante Club by M. Pearl
- 4) August: Harry Potter and the Half-Blood Prince by JK Rowling
- 5) Oct: TBD
- 6) Dec: No meeting?

Bring a copy of the selected book to a meeting, so members can take a look at it.

Ask participants to bring a book they'd like to read for the next meeting or think about suggestions for the next meeting. It's easiest to have the current participants suggest and select books for the next meeting—they are the ones who are the most likely to come back.

Make sure the chair establishes the next meeting location, hopefully at different participant's house. The fallback is always the chair's house.

To increase participation by members/guests: personally invite members and guests to come; send out personalized email invitations to everyone who showed interest. Example:

Hi Joe,

I'm so sorry you weren't able to come to the last book club meeting. We had a great time and we even learned something new about each other—like the fact that we had all played a musical instrument at one time. I certainly hope that you can come to the next book club meeting. The selected book is "The Time Traveler's Wife" by A. Niffenegger. I will bring it to the next membership meeting, so you can take a look at it if you like.

Cheers,
Kim