

# Pointers For Setting Up Block Meetings



There is no right or wrong way to set up a block club. Just start by talking to your neighbors , schedule an informal meeting, invite everyone and find out what you would like to do together. Don't worry about by-laws and structure. Do something as neighbors to



1. Keep the block meeting simple; Interest wanes in complicated meetings
2. Keep it fun: allow a lot of time for no business, just getting acquainted and chatting over coffee or punch.
3. List each participant's name, address and phone. Include office phones, if desired.
4. Choose a recorder at the beginning of the meeting to take notes. Keep them brief. Record only those decisions which were made and jobs to do.
5. Spend time sharing problems. Some people will join in right away; others take longer.
6. Decide on two (2) projects to be worked on by the group in the future— one long and one short-term. Keep them simple. Get everyone involved in the tasks.
7. Spend time sharing solutions. No solution is absolute, BUT any one solution may be helpful to someone in a spot. Decide on a strategy to begin working on your chosen projects. Find out what other blocks do.
8. Elect by group agreement a block chairperson or leadership team (You don't have to elect officials!)
  - Block leaders plan block meetings
  - Block leaders invite everyone to meetings
  - Block leaders coordinate block activities
  - Block leaders may act as a resource people, collecting materials as aid to block problems and initiate new ideas.
9. Keep records of people who volunteer services to block.
10. Announce the next meeting before adjourning. Try to keep all meetings in neighbors' homes
11. Remind people their privacy will not be invaded, but all residents on the block will be invited to meetings for the sake of safety, friendship, and community development.
12. Remind neighbors of next meeting by leaving a flier at their homes. Personal contact is more effective if you have the time.