

our minds  
matter

# planning a club meeting

A TOOL TO PLAN YOUR NEXT CLUB MEETING



## determine goals

Identifying the goals for your next club meeting is a great place to start. Consider revisiting your mission statement or reflect on what you think club members, your peers, and students mental health might need.



## select opening connection

[add guidance]



## select activity

[activity should align with meeting goals, add guidance]



## select mindful closing

[activity should align with meeting goals, add guidance]



## finalize logistics

[role delegation, timing, promotion plan, etc]



## delegate roles

[add guidance]

Need help planning your next meeting?

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