

Virtual Meeting Tips



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Virtual Meeting Tips

Can't meet in person but still need to have a chapter meeting?! No big deal. Here are some tips you can use to still foster human-to-human connection but do so virtually like you all are in the same room.

TIPS

Before the Meeting (a.k.a. Setting the PHIRE)

- When making s'mores at a campfire, you have to stack the wood a certain way before you can light it to start the fire. The way we set up a space is just as important as the reason we are engaging in the space in the first place.
- Consider your messaging to the group around the meeting before it actually begins. Steer away from messages like, "Guys, we will have a mandatory meeting. You must log in and be online or you will be fined." Instead, encourage excitement around getting to connect with one another and try something like, "I'm excited for this new way we get to connect. Drop a selfie of your favorite quarantine and chill spot, and we'll see you in 2 days!"

Beginning the Meeting (a.k.a. Lighting the PHIRE)

- After we have the wood setup the way we intended, we can then take the steps necessary to light the flame.
- Consider creating a playlist (ask your members for their favorite hype song) and playing it as you're waiting for members to log onto the platform you're using. This means you should be logged on to the platform at least 8 minutes before it begins.
- Give folks time to join the platform. You may need to be flexible in starting just 3 minutes later than scheduled.

Keeping Folks Engaged (a.k.a. Keeping the PHIRE Lit)

- Similar to keeping a fire lit, you have to keep adding wood and paying attention.
- Do you have a GroupMe or platform you can track ideas, thoughts, and participation during the meeting? Consider posing a question and having members send a meme, text, or photo of their response. The engagement has to be continuous. Don't just start the meeting with a "roses/thorns" prompt and get back to business as usual. Get creative. Be relational. Have fun.

Virtual Meeting Tips *(Continued...)*

The Follow Through (a.k.a. Enjoying the Product from the PHIRE)

- Now that we've set up the fire, lit it, and kept the flames going, we can enjoy our s'mores and hopefully make more!
- Thank your members for joining the meeting and participating. Yes, chapter meetings are important... and so are a million other things in people's lives at the moment. Let's be there for one another and offer any help, thoughts, and support in any way we possibly can. Maybe we can shoulder tap (virtually, of course) someone to lead the next meeting in sparking a flame!

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