



How to start a virtual Lions club.

A virtual club is just as it sounds — a Lions club that provides an option to plan, recruit and “meet” online. These clubs do not take the place of traditional clubs, but instead make it easier for potential new members to say “yes” to your invitation to join Lions Clubs International with added flexibility. This checklist should answer any questions you might have on starting a virtual club.

☐ Choose what virtual club model you would like to start:

- a. Online presence model: The key for this model is to make sure your website or social media page is up to date.
- b. Hybrid model: This model is where you would meet traditionally in a restaurant or meeting room, but you would allow people to log in or dial into the meeting.
- c. Virtual meeting model: This model is where you would be starting a new club that would meet 90% of the time through a virtual platform.

☐ Determine if you want to start a branch club (more than five people) or a standalone club (at least 20 people)

- a. Important note: Seventy-five percent of the club’s charter members must live or work within the multiple district where the club is chartered.

☐ Work with district leadership to find a sponsoring club for your branch or new club.



- **Complete both the charter application and report of charter members and submit via MyLCI.**
 - a. A virtual meeting model or hybrid model club would be marked as a traditional club.
 - b. A virtual meeting model or hybrid model club could have “Virtual” or “Cyber” in their naming convention. For example, the Northwestern Connecticut Cyber Lions Club.
 - c. The club or branch must also have a geographic designation in their club or branch name.
- **Obtain your current district governor’s approval.**
- **Pay appropriate charter fees and certification form.**
- **Work with district leadership to appoint a minimum of one Guiding Lion to support your club or branch for the next two years.**

After the club is chartered.

- **Select a virtual platform to hold meetings.**
 - a. It is important to choose a virtual platform that fits the needs of your club.
 - b. Many virtual platforms allow a free trial period if you want to test out the platform before committing to a virtual meeting method.
 - c. Some virtual platforms allow you to meet for free for a certain amount of time.
 - d. If you choose a platform that requires a fee, remember to account for this in club dues.
- **Create a tech advisor or tech committee.**
 - a. This individual or group will help teach people about the virtual model and set up the conference calls.
 - b. The advisor would be available for anyone to call directly if they are having any technical issues.
 - c. The advisor or a member of the tech committee would also run the meeting to ensure that all members are heard.
- **Ensure that all members of the club are educated on the virtual meeting model.**
 - a. This could be an in-person training meeting with a member at a coffee shop or their house.
 - b. Anytime you send out a meeting invitation, include a tutorial on how to use the virtual platform.
- **Remember the importance of meeting in person.**
 - a. With virtual meetings, meeting face-to-face with people is still a valuable experience for all Lions members.
 - b. A key to success for any club is to have service projects out in the community with fellow Lions. This will help group the club and build stronger relationships inside of the club.

For questions about virtual clubs, please email membership@lionsclubs.org.

