Requirements for MLPCA Spring/Fall Meet Location

1. The hall needs to be at least 6,000 sq feet
2. Inside there must be a single room where 50 to 60 8ft tables, with 2 chairs per table, can be set up which are provided by the hall.
3. **NO stairs or steps**
4. Must be handicap accessible
5. Must have at least two doors leading into the hall
6. Kitchen or food prep area available for serving refreshments including a Coffee Pot (coffee, juice, doughnuts, & pop/water)
7. A small stage (if possible) with a podium and sound
8. The hall needs to be reasonably priced. Currently, at the Flint location, the cost is $700.00. The club provides the set up and the hall is currently taking care of the take-down.
9. A list of hotels with addresses and phone numbers along with any special discounts.
10. The meet will be held in the spring (April after Easter is preferred) or the fall (September after Labor Day) The fall meet will be the one that can be held anywhere in the state with the default in Flint.
11. A report will be required in writing from the sponsor stating the answers to the above questions. This report can be presented to any of board members when completed. The Board of Directors will accept this report and vote on this proposal at the January or June meetings for approval for the following calendar year. You will be notified of the decision within two weeks after our meeting.

1/26/2026 WHW

Shopping List

1. 48 bottles of water
2. 7 12-packs of pop (soda). It should be a variety of flavors and include 2 diet flavors*
3. 12 dozen doughnuts-should be a variety from a Bakery*
4. A 2lb can of coffee
5. 1 medium size jar of coffee creamer
6. 1 medium size container of sugar
7. ½ gal container of milk
8. 1 gal of orange juice*
9. 1 package of 250ct napkins
10. 1 package of plastic spoons for stirring
11. 1 roll of paper towels
12. 150 Styrofoam coffee cups
13. 2 25lb bags of ice
14. Large tub or cooler to hold ice

The items noted with * have been adjusted at the 2025 summer board meeting