

## Zoomie – Roomie

### So you want to be a Zoomie . . .

Peninsula Piecemakers Quilt Guild is on the leading edge of hybrid meetings for guilds! As such we've learned a few things about how to help Zoomies have a more enjoyable and inclusive experience.

1. **As a Zoomie you are seen by others.** We recommend that you dress and comport yourself like you would at an in-person meeting. Besides dressing the part, please refrain from eating and moving around excessively. These things can be very distracting to others. If you cannot follow these recommendations, please turn your video off or cover your camera lens.
2. **As a Zoomie you are heard by others.** We recommend that you Zoom from a room without distractions. Please turn off the TV and radio, silence your phone, and provide husbands, children and pets with something to keep them distracted while you Zoom. In addition you should mute yourself when others are speaking and unmute yourself when it is your turn to talk to the group.
3. **Pre-covid** if you couldn't come to a meeting, it was your responsibility to arrange for others to take notes, make announcements, show UFOs, etc. As a Zoomie you are similarly responsible. **BEFORE** the meeting contact a friend (your "ghost") who is going to the in-person meeting. Ask them to be your representative at the meeting. Their job will be to sign you in for door prizes, purchase Monthly Minis and BOMs for you, register you for workshops, etc. It is recommended that you give your ghost money before the meeting and that you pick up things from your ghost after the meeting. If you win a door prize, your ghost will choose a prize for you. Please understand that many of our volunteers may be too busy during the meetings to act as your ghost. If you must contact your ghost during the meeting, please text message rather than talking on the phone.
4. **Everyone attending a meeting is available to win a door prize.** In-person members must be at the meeting to win. Similarly Zoomies must be in attendance to win a door prize. This means if you win, you must acknowledge **AT THAT MOMENT** that you are at the meeting. If you are away from your computer and we cannot see or hear you (you may need to turn on your video or sound), then you will not win a door prize.
5. **As a Zoomie you are patient.** Sometimes during the in-person portion of our meetings individuals from the floor are asking questions without the use of the microphone. Zoomies can only hear people who are talking directly into the microphone. It is the responsibility of the person with the microphone to repeat the question (if possible) before answering the question. As a Zoomie you may have the opportunity and privilege to talk to our members. Everyone should plan ahead of time what they are going to say. Consider writing and consulting notes if you have many points to convey.

## So you want to be a Roomie . . .

Welcome back! It is so good to see people in-person again! As a Roomie we also have some recommendations for you to make your experience fun and safe.

1. As a **Roomie you should wear a mask** when moving around in the room and (if you are a volunteer at a table) when others are approaching you. If it is ok with your seat mates, you may remove your mask when you are sitting during the meeting.
2. As a **Roomie you should socially distance when possible**. The Church has set up chairs to provide for easy social distancing. Please do not move the chairs.
3. As a **Roomie please consider being a Zoomie's "ghost"**. As a ghost you will act on behalf of your Zoomie at the meeting. You will sign up your Zoomie for door prizes. If your Zoomie wins a prize, you will quickly choose a prize for them. Your Zoomie should supply you with money and instructions ahead of time for things such as Monthly Minis, BOMs, workshops, etc. You may also be asked to display quilts for the UFO challenge, etc. If you must contact your Zoomie during the meeting, please text message rather than talking on the phone.
4. As always **Roomies must be in attendance to win a door prize**. If you have stepped out of the meeting, you will not win.
5. As a **Roomie you may have the opportunity and privilege to talk to our members**. Everyone should plan ahead of time what they are going to say. Consider writing and consulting notes if you have many points to convey. Use the microphone correctly by holding it up to (but not touching) your mouth. The microphone will be cleaned after each person. You may wear or not wear a mask when talking into the microphone. If someone asks a question, please repeat the question into the microphone before answering the question.