

# Planning to attend an LLA luncheon?

(Updated 2/3/2026)

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**When:** Second Monday of each month at noon (unless otherwise announced)

**Capacity:** 50 seats. RSVP early. If the luncheon is sold out, you may still attend the program in the auditorium at approximately 12:50 pm.

**P.S.:** Complimentary teas are held on the **4th Monday of the month at 1:30 pm**. No RSVP or payment required.

## How to Attend

This process allows the kitchen and volunteers to finalize food, seating, and setup.

### 1. RSVP by noon on the 1st Monday of the month

This is the reservation and payment deadline.

- Preferred: Email your name and any guest names to [rsvp@ladieslibrarykzoo.org](mailto:rsvp@ladieslibrarykzoo.org)
- Alternate: Call **Paula Reiley**, Lunch Reservation Coordinator at (616) 340-7833
- *Please note any dietary restrictions.*

### 2. Pay by noon on the 1st Monday of the month

Cost is currently **\$20 per luncheon**. Payment is expected unless you cancel by the deadline.

Payment options:

- Mail a check payable to **LLA** to:  
Ladies' Library Association  
333 South Park Street  
Kalamazoo, MI 49007  
(Include the month of the luncheon in the memo)
- Drop off a check in the front door mail slot at the LLA
- Pay by credit card by calling **Grace Anne Kalafut** at (269) 501-3002 after you RSVP (\$0.80 processing fee applies)
- Give cash or check to **Paula Reiley** or **Sharon Carlson**

*If you pay for multiple months in advance, attendance is assumed unless you notify us otherwise.*

### 3. Check in on the day of the luncheon

Please check in at the desk near the front entrance.