

Collective Leadership and Meeting Agreements

BE HERE AND BE PRESENT

Arrive promptly.
Pay active
attention to
those speaking.

THINK WELL OF EACH OTHER

We recognize and
value that we each
enter this experience
with the intention of
building a shared
understanding and
goal of moving forward.

ADDRESS THE IDEAS, NOT THE PERSON

Personalize our
statements. We use
“I” in dialogue and
“we” when formally
representing a group.

KEEP CONFIDENTIALITY

Personal
experiences bravely
shared stay within
the space. Share
ideas and concepts
only.

Understand
the difference
between
**INTENT VS.
IMPACT**

EXPECT UNFINISHED BUSINESS

Addressing the
issues before us will
take concerted
effort and time.

AVOID ASSUMPTIONS ASK QUESTIONS

Remember that we all
have different experiences.
Ask questions or ask
someone to give a longer
explanation to make sure
you understand their point
or perspective

SHARE THE SPACE

Speak Up.
Hold Back.
Be Aware of
Time.

REACT MINIMALLY, ACT MAXIMALLY

If something triggers
an emotion, take a
few minutes to gather
before responding.