

#1 Meeting agenda

time	min	topic	
0:00	15	Check in	
0:15	5	Attendance Duration Information	
0:20	5	Consent to agenda	
0:25	10	Commitment to consent	D
0:35	10	Commitment to rounds	D
0:45	20	Decision about the aim	D
1:05	10	Experience with regard to the aim	E
1:15	15	Getting to know each other	R
1:30	10	Defining founding members	D
1:40	5	Next meeting	D
1:45	5	Update the backlog	
1:50	10	Check out	



Notes for facilitators

In a round, everyone shares who and how they are. *"How are you doing entering the meeting?"*

- Notice who is present/missing/late.
- Make sure someone is taking notes.
- Ask for permission to facilitate (or ask someone else to facilitate and get the group's permission)

Mention the duration of this meeting. Is everyone able to stay until the end of the meeting?

Ask if anyone has any information to share, like an announcement, an invite, or a celebration.

- (1) Describe the agenda and make sure people can ask questions for understanding.
- (2) Ask whether something needs to be changed or if the agenda is good enough to get started.

Use the consent process ↓ for this proposal. *"We commit to consent as a decision-making method"*

Use the consent process ↓ for this proposal: *"We commit to rounds as a default way of talking, in particular for check-ins and check-outs, most explorations, and for consent rounds."*

Use the consent process ↓ for the proposed aim.

Ask, "when you think about this project with the aim (...), what do you bring as a resource, like previous experiences, connections, contacts, and resources?"

Do a round of sharing. "What are you passionate about?" or: "What was your path to get here?"

- (1) Explain that all members of the group need to consent to be "in" on the aim and with each other.
- (2) Ask everyone to indicate whether they want to be part of the group.
- (3) Ask for consent from everyone "in" to everyone also indicating they wanted to be members.
- (4) If there are no objections, you are now a circle with members!

Make a date, or assign the task of scheduling to someone.

If you have come across open questions or topics that need more exploration, write them on the backlog - your list of open topics for future meetings.

Ask "What did you enjoy in this meeting that we should do again? And what would improve your experience?" Take notes - if there are specific ideas or issues, add them to the backlog.

Consent process

- (1) **Clarifying questions:** Read the proposal and make sure people can ask questions for understanding.
- (2) **Quick reactions:** One round for people to share thoughts and opinions.
- (3) **Consent:** Ask whether there are objections to the proposal.

No objections: the proposal is approved! If there are objections, integrate the wisdom they bring by doing rounds of exploration. You might modify, add/change its term, track the impact, etc.