FSI BOARD MEETING GROUP AGREEMENTS
Adopted May 17, 2022

INTRODUCTION

In 2020-2021, the Friendship Shelter Board of Directors met virtually due to COVID-19 and the worldwide pandemic.

As we begin to return to in-person meetings, the Board has considered how to create an environment in today's world where important conversations can occur with civility and order, and in ways that encourage and encompass diverse perspectives. We understand it is a best practice for groups to agree upon meeting guidelines to facilitate open, honest dialogue about critical issues. Toward that end, we have collectively created and resolve to follow these group guidelines going forward:

GENERAL MEETING LOGISTICS

- Meetings will **start and end on time**.

- Meeting **materials will be sent to members by 5 p.m. on the Friday prior to** each meeting.

- Board members will **prepare for meetings in advance by reading materials sent.**

- Participants will **remain committed to health guidelines**, including when meeting in person.

ONLINE OR HYBRID MEETINGS

- **In-person attendance at meetings of the full Board** is encouraged and preferred.

- Participants will **stay on mute** unless speaking.

- Participants will **keep their camera on** when possible.

- Participants will **not use private chat** during meetings except when needed to facilitate the meeting.

RESPECT FOR OTHERS

- Participants will **avoid side conversations.**

- Participants will **delay assuming agreement until all feedback is voiced.**

- Participants will work to **listen as well as share** their point of view.

- Participants will work to **discourage political or controversial conversations** not directly related to Friendship Shelter's work.

DECISION-MAKING, CONSENSUS AND DISSENT

- Participants will **encourage differing perspectives.**

- Participants will **keep difficult conversations focused on our mission and goals.**

- Participants will **remember that diversity of ideas brings strength to an organization.**

- Participants will **work to find comfort in disagreement**. How exciting that we have different perspectives!