

**White Board for UWM “Making Meetings Magic” March 2, 2021**

**Meeting Challenges and Antidotes**

<b>Challenges</b>	<b>Antidotes</b>
Personalities - not always compatible. How to build teams?	Having agreements about participation. Board training and retreat.
Lack of clarity about how / why we are meeting?	Agenda, ask for clarity, training
Lack of connection (check-in) - to each other and to Christ Consciousness (spiritual experience)	Checking in! Incorporate spiritual practice - prayer, meditation, etc.
Structure doesn't give heart and soul	Spiritual practices, music, candle, ritual, conscious movement
Lack of preparation - esp. Financial topics	Training, agenda with preparation noted and resources provided, early submission of materials. Mentorship.
Lack of training	Training and mentorship
Imbalanced sharing - one person takes over - “hijacking”	Feedback at the end “for the good of the order”
Meetings stuck in minutiae rather than making important decisions	
Different styles of learning	
No / unclear / hidden agenda	
Inability to collaborate - over-investment and control	
Lack of clarity about R&R - lack of agreements	
Time limits - for meetings and decisions	

Unrealistic expectations about time - not staying for whole meeting	Focus on why - put timeframes on the agenda - newsprint agenda - culture transformation - delegation!
Being nice rather than being accountable	
Nothing happens - not effective - no progress	Training - being clear about objectives of the meeting - reviewing action steps
Fear about making a decision - "perfect is the enemy of the good"	
Different learning styles	Training, acknowledgement, materials in different forms (verbal, written, etc.) - really knowing each other - create agreements about how we will be together