

Meeting Planner

Agenda

Desired Outcome:

1. I want my group members to KNOW . . .
2. I want my group members to FEEL . . .
3. I want my group members to DO . . .
4. I want my group members to PLAN . . .

Post-Meeting Summary

Attendance

Agenda

What worked well?

What was weak?

Personal Stories

Things we celebrated

Concerns