**House Meeting Minutes**



|  |  |
| --- | --- |
| Meeting Title | House Meeting |
| Facilitators | Jesse & Laura |
| Meeting Objective | To review policies and procedure, standards, and action plan to make decisions for Clubhouse |
| Meeting Date | 10/29/2018 |
| Meeting Venue | Appalachian Dining Commons |
| Minute Taker | Crystal |
| Meeting Attendee’s | Carl, Connie, Mike Sp., Heidie, Kim, Aylsia, Heather, Dave, Karen, and Densise |
|  |
|  |
|  |

***\*Review Ground Rules of the meeting- Reminders!***

***Get pen and paper out on tables for people to give feedback!***

|  |  |  |  |
| --- | --- | --- | --- |
| Agenda Topic | Discussion Notes | Person Responsible | Follow Up Needed |
| Ice Breaker/ Relationship Building Activity  (10 minutes) | What is your favorite candy and why. | All by choice | Done weekly |
| Justin’s Ideas | Make Poster size Bat route. | Dave |  |
| Orientation Committee Update | Have new member do new paperwork. |  |  |
| Talent Show | People sign up on the information board. |  |  |
| Speaker Contacts  (from last week) | Follow up Next Monday. |  |  |
| Policy Updates and Procedures | Day One Policy approved and done. |  |  |
| Where do we want to present in 2019 (from last week) | In unit tomorrow. |  |  |
| House Keeping | Not use the computer during or on Friday Social. |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

***Plan something fun or active throughout the meeting in one of the topics.***

***Before meeting ends, check in with people (How did the meeting go?, Rate the mtg 1-10)***