**House Meeting Minutes**



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

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

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| 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. |  |  |
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***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)***