

# Meeting Operation (Proposals)

## Proposal 1

By Ari

### Meeting Time

Meetings are on Sundays 6:15-7:15pm. At 7:15pm, the meeting stops and all unfinished agenda items are added to the next meeting's.

### Meeting Agenda

The meeting agenda is drafted as a bulleted list on its own page, titled by the date (e.g. "2025-06-22"), within the "Meetings" chapter. Each agenda item will be marked with either "vote" or "info".

### Meeting Notes

Meeting notes will be updated on the same wiki page that has the agenda. Under each vote item, an entry will be added saying what the vote was for and what the result was. Under each info item, an entry will be added very briefly describing what the update was about.

### "Vote" Items

If an item is marked "vote", then after no more than 10 minutes of discussion, we take a majority-rules vote.

### "Info" Items

If an item is marked "info", then we have up to 5 minutes of discussion, after which we move on to the next item on the agenda. Further discussion can be had elsewhere outside of the meeting.

# Proposal 2

By Hadley

## Decision Making

Empower committees to make majority of decisions

- Expand group/committee membership to agreed upon min number of members for fair decision making
- Develop guidelines for discussion/decisions made at committee vs general meeting level
- Develop process for documenting/communicating decisions made at the committee vs general meeting level

## Meeting Structure

Continue to hold open hours on Sundays with less expectation to attend regularly and with less of the time dedicated to structured discussion/meeting

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Revision #3

Created 22 June 2025 16:18:44 by Ari Brown

Updated 2 July 2025 14:31:07 by Hadley Ashford