

Role Call

Shan
Shea
Ash
Iris
Paul
Lippy
Caroline (remote)

Facilitation Plan Presentation (Caroline and Ash)

part0:

10m open statements:

- why we are here, what we're trying to do.

- limited history of the space + current trajectory

- some limited list of programming / admin [will hear from them again soon]

- some financial transparency + calls for support

- list of some possible goals for this afternoon:

 - *determine ongoing role of spokes /governance if any

 - *re-transition w/ less urgency and more insight

 - *what does it mean to carry this together?

 - *address cynicism/encourage optimism/POUs

 - *drawing out contradictions + pursue common ground

 - *invitation to audience: ur welcome to step up however u want, we can help onboard n

empower

part 1:

45m: where we are, where to go?

[5-10m] what is current moment? [2-5m facilitators offer a potential definition of ground, then call for audience participation

[30m] what is role of a 6k/mo big event space w a kitchen/hackerspace/etc, maybe some 1-2-4-all here

[1-5m] from rosy facilitation: synthesize similarities of what we all want

part 2:

[10m]: what is going on at RC right now?

- diff WGs present/ admin groups given short (and pre-prepared!) elevator pitch abt what theyre doing/ what could they do w more capacity- Shea use programming slot to shout out events on calendar and get folks excited about coming back

[25m] breakout discussion of how what we want and our conditions can be operationalized

[20m] come together / 'how do we get there' + facilitation synthesizes commonalities behind what we're doing, and facilitates a discussion after

a lil less than 2h here, then 5-10m break; we can take that earlier if need be

[break]

part 3:

[15m]: review of potential governance; how could things be better? etc

[20m]: plug and play; find a admin/WG you see on the sides, or stay and let's think abt what do to.

facilitation discussed moving away from a more structured agenda to make sure we hit key points and create room for flexibility

Goals: consensus building and creating shared understanding around what's been happening at RC and what we're building together

Keep history and context limited

discussion around making the GAs a series with specific focuses for each:

1) vision- visioning exercise, what's possible? - hopeful that a POU admin committee (WG?) will come out of GA

2) critical eye- where do we go and how do we get there? (review of governance model goes here)- what do people want to see? what can ppl commit to? think through desired gov. model

Paul- since spokes stopped meeting in Dec there's no effective way to bring things up w WGs

3) building

Discussion around onboarding stressors and bottlenecks

admin folks need to document our processes, "work our way out of a job", have new folks shadow so they can take on tasks

remove requirement for admin committee folks to be in a WG- fewer barriers to volunteers is better

Equipment

"bitch box" container for community feedback for us to review post-meeting, great wt to redirect folks who want to take up mtg time with complaining

butcher paper/ white board/ projector- need to decide which will work best for our use.

paper on the wall will be difficult to write on

group should be in a circle- use projector screen on long wall? will need to set up other projector
planning group should be at space early (~2p?) to help set up

Outreach

last leg of outreach unclear- let's discuss

RSVPs at 75, maybe no Ridgewood communized invite?

post on insta, website, flyers at events this week

will not be flyering neighborhood but will put flyers at ginnys. topos
invite the coptic and kurdish communities
focus on folks already engaging with the space for better buy in
bring your people!

Onboarding Process

Sign up sheet: name, email, WG/ committee of interest, skills to plug in with, general availability
Use availability to match volunteers w groups operating when they're free
have outreach liason per committee/ WG to help ppl plug in
invite new volunteers to job fair so we have time to organize tasks and ourselves

childcare- post signs at door
1 volunteer so far

accessible bathroom- sign at front and on door (can go to Ginnys), announce at start

greeters- headsets/ translation- signout sheet
announcement at start
sign in sheet for WG reps
support for childcare if needed

Action Items:

reach out to WGs for day of volunteers to plug their group - Shea
WG checkin list for facilitation reference- who's here and wants to talk?- Shea
ask pantry for greeter / childcare volunteers-Shea
flyer pantry line- Shea
print out flyers to have in space for this week events- Iris
contact PP of this weeks events, ask to hand out flyers- Shea
find shout out events for programming plug- Shea
create intake sign up form- Shea/ Paul

