

# 02/06/2025: Deciding Meeting Roles

## Post-Vote Overview

At the beginning of the meeting, spokes representatives can volunteer to fill a meeting role. Any other spokes representative has the power to veto someone taking a role, though that can be overturned with consensus - 2.

## How meeting roles get decided

### Person or group submitting

Briar

### Proposal History

- Submission Date: 01/04/2025
- Vote date: 2/6/25
- Vote result: pass

### Friendly Ammendments

- Systematize rotating roles
- Training, shadowing, collaborating to get ppl doing roles
- Not just spokes planning people filling roles
- Will figure out next roles at the end of the meeting

## Motivation

To provide the spokes council with a mechanism for deciding on meeting roles

# Proposal overview ~~slightly less tiny~~ ~~summary here~~

Spokes representatives can fill roles by volunteering for them at the start of a meeting. Suggested roles include facilitator, note-taker, stack, vibes, and time-keeper.

## Details

### Background info

Meeting roles can help provide structure to the meeting, ensuring that someone present is attending to important tasks such taking notes.

### Groups this affects

Spokes council

### Work required

1. Ensure that the council is aware of the role-taking process by announcing and then demonstrating it during the first meeting

### Individual or group doing labor

Whoever is representing the spokecouncilcouncil at the first meeting.

### Money required

None

## Proposals

I propose that at the beginning of a spokes council meeting, spokes representatives can volunteer to fill a meeting role. Any other spokes representative has the power to veto someone taking a role, though that can be overturned with consensus - 2.

### comments (format: commenter name: comment)

Ash: seems good to me. If the roles are always being filled by the usual suspects, we will have to address that via training people to get them more confident (esp facilitation) and encouraging people to sign up and even collaborate on a role if it's intimidating.

briar: definitely agree, though i don't think we need to outline that in the proposal itself so much encourage that as a culture

frankie: i have a blocking concern with this proposal: i think that for a meeting of this size, we'd benefit from folks attending solely to fulfill these roles. that is, members of the Woodbine community who come to the meeting **not** as Spokes, but just as facilitator, timekeeper, etc. this way, folks don't have to juggle representing their Spoke with wrangling a potentially very large meeting. we can call for volunteers for the next meeting at the end of the current meeting

LP: 3/5 fist-to-five/non-blocking - I think before is good, just to be prepped. In basement, we experimented with one person being a role for a month of weekly meetings. Seemed to work ok-ish. Not sure how that works with spokes sched.

LP: If we like the idea of action-item wrangling, that could serve also as a note-taking shadower. I like the idea of a "skill development pipeline."

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Revision #3

Created 10 April 2025 20:53:59 by paul .

Updated 6 June 2025 23:37:39 by Ash