

# Memo

Date: September 20, 2022

To: Climate and Environment Commission

From: Leanne Tippett Mosby, Chair

Subject: Meeting Expectations

At the first Climate and Environment Commission meeting, the commission established meeting norms. Because we have had significant turnover in commission members, I thought it would be useful to go over these and determine if we want to re-adopt them as is or revise and adopt.

Please review prior to the meeting and be prepared to suggest changes, if appropriate:

We affirm that...

1. If you have a brain, you have a bias.
2. Members will listen to, and not just hear, one another.
3. Keep an open mind. There are no silly questions. Be forgiving.
4. Just because it hasn't been tried before, doesn't mean it shouldn't be tried now.
5. Just because it didn't work in the past, doesn't mean it won't work today.
6. Come prepared. If there are documents to review beforehand, do it.
7. Remember that there is a sense of urgency to action.
8. Be action-oriented.
9. Staff is your friend.
10. Reassess how it's working.
11. Speak using I statements.