

# Decisions, Decisions!

## Organize meetings

### Agenda

- Structured time
- Focused intent

### Establish (and implement) procedures

- Parliamentary procedures
- Meeting manners
  - Keep an open mind
  - Listen carefully
  - Express opinions respectfully
  - Stay on topic
  - ONLY speak when you have something NEW to add to the discussion



## Decision-Making Strategies:

D	Determine: What decision needs to be made? Who will this decision affect?
E	Examine: What are the alternatives? Gather Information. Discuss the possible pros and cons.
C	Consider: What are the goals or purpose of your group? Will this decision reflect the goals?
I	Identify: What solutions make the most sense regarding time, space, and resources?
D	Decide: Which method will you use to help you decide? Use it.
E	Evaluate: Are you happy with the outcome of your decision?

## Take Action:

- Voice vote
- Show of hands
- Ballot
- Value vote
- Fist to five
- Random draw
- Flip a coin