

Group Norms

Communicate your attendance ahead of the meeting and arrive at a reasonable time to start and finish the meeting on time.

Be fully present at the meeting by becoming familiar with the meeting materials ahead of time. Being prepared at the meeting demonstrates value and respect for the time and convenience of others.

Dress professionally and appropriate to your position and responsibilities to the residents of the city of Minneapolis.

Place cellphones on silent mode or turn them off during the meeting. If you need to take a call, silently step out of the meeting room.

Treat each other and NCR staff with respect, and develop conditions of acceptance and trust.

Work together in a friendly atmosphere to reach consensus. Everyone is responsible for examining all points of view before a consensus is accepted.

Invite and welcome the contributions of every member and listen to one another.

Speak up and use humor as appropriate.

Give others a chance to talk.

Practice and experience humility.

Practice being open-minded and listen to understand and not to be dismissive of the input received.

Do not be defensive when hearing opposite views and opinions.

Express disagreements with ideas, not individuals. Discussion of issues and ideas should not become a personal attack.

Develop alternative approaches to the solution of a problem, rather than simply opposing the idea.

Express disagreements at the meeting and do not carry them outside of the official meetings.

Practice transparency and avoid hidden agendas.

Be accountable and responsible to the tasks you are given.

Conduct personal business outside of the meeting.