ASP NONPROFIT CENTER FOR EXCELLENCE

FIRST MONDAYS DISCUSSION

TOPIC: Facilitating the People-Side: No More “Meetings-From-Hell”

DATE: MONDAY, DECEMBER 4, 2017
Monday, December 4, 2017

Topic: Facilitating the People-Side: No More “Meetings-From-Hell”

Please click here to access the recorded discussion.

Discussion Background:

Another “Meeting-From-Hell”? Have you ever been a participant in, or heaven forbid, the facilitator in charge of a strategic planning meeting that “went south”? If you have ever worked on a team, committee or board, you have probably experienced a meeting where chaos reigned, where a bully took over, or where everyone checked out before their bodies arrived in the room.

Effective strategic planning meetings require intentional preparation of processes and structures, aka a clear agenda, defined outcomes, and strategies to gather input, process multiple perspectives, and make decisions. However, many leaders forget to prepare for the people-side of the meeting—a fatal error. People make up meetings—people with conflicting agendas, people with intent to sabotage the outcome, people who hate the “process” of effective problem solving, or people who are “just plain” bullies. The final First Mondays discussion of 2017 will focus on the art and science of meeting facilitation to ensure productive outcomes. Our discussion will cover the following questions:

1. How does the physical set-up of the room impact people in the meeting?
2. What are the roles and responsibility of the facilitator?
3. What are the roles and responsibilities of participants in an effective meeting?
4. What processes do facilitators use to ensure “good behavior” during a meeting?
5. What strategies do effective facilitators use to handle difficult people in a meeting?
   - the bully
   - the negative objector
   - the warm body
   - the bird-walker
   - the side talker
   - the wind-bag
   - others?
6. How do effective groups handle decision-making?

The discussion will be moderated by Sheridan Barker, Ed.D. Sheri is Global Partner and co-owner of the Haines Centre for Strategic Management and an ASP-certified Strategic Management Professional. She specializes in strategic planning and implementation, leadership development and building collaborative cultures that enhance organizational effectiveness, thereby producing superior results.