

Essentials of Family Meetings

From STEP Handbook by Don Dinkmeyer and Gary McKay
www.pattiashley.com

Guidelines:

1. Meet at regularly scheduled time.
2. Treat all members as equals.
3. Let everyone be heard.
4. Use reflective listening and I-Messages
5. Pinpoint real issues.
6. Avoid being sidetracked by other issues.
7. Recognize the good things happening in the family.
8. Plan for family fun and recreation.
9. Agree upon length of the meeting and stick to it.
10. Record plans and decisions made.
11. Post record and agenda as reminders



Pitfalls to avoid:

1. Meeting only to handle crises.
2. Skipping meetings.
3. Changing meeting times.
4. Dominating by members who believe they have more rights.
5. Failing to listen and encourage each other.
6. Dealing with symptom (such as bickering and quarreling) instead of the purposes of the behavior.
7. Focusing on complaints and criticism.
8. Limiting the meetings to job distribution and discipline.
9. Ignoring established time limits.
10. Failing to put agreements in to action.