



# RED FEATHER LAKES COMMUNITY LIBRARY

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## Ground Rules for Board Communication

*The Board of Trustees for the Red Feather Lakes Community Library established these ground rules for communication to guide their interactions with one another, library staff, partnering organizations, and community members.*

1. Mutual Respect: Treat all voices with respect and dignity, valuing their contributions and perspectives.
2. Effective Leadership: Ensure there is an effective facilitator or leader who guides discussions and keeps the group on track.
3. Active Listening: Listen actively and seek to understand the viewpoints of all stakeholders before making decisions.
4. Respect Time: Prioritize important agenda items, arrive prepared, delegate when needed, and stay focused to make the most of everyone's time.
5. Strength-Based Collaboration: Build on each member's strengths and expertise to enhance the effectiveness of the group.
6. Assume Positive Intent: Always assume that fellow members have positive intentions and goodwill toward one another and the library.
7. Trust: Cultivate trust among members, relying on one another's commitment and reliability.
8. Respectful Disagreement: Disagree respectfully, acknowledging and appreciating different perspectives without speaking over one another.
9. Action-Oriented: Ensure that all ideas lead to action and shared responsibilities among members to implement decisions effectively. Clearly communicate expectations, next steps and deadlines. Follow-through on commitments.

*The Board will revisit these ground rules during meetings, at least quarterly. The Board may edit or revise the ground rules at any time but will do so with intention once a year.*

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