

the NOTEBOOK MEETING

The First Notebook-Meeting Agenda: (Sample)

I. JOURNAL THE SPECIFICS:

September 24, 2016—Mom, Dad, Chloe, and Jack are all sitting around the table for our first notebook meeting. It's a cool fall morning, and we just had banana-nut pancakes. We are meeting together to plan ways we can function better as a family. We agree we have been too busy lately, and we haven't enjoyed time together as a family. We want to improve our home life.

II. AGENDA ITEMS:

- 1. Our evenings are too hectic. No sit-down dinners as a family.*
- 2. Sometimes we use disrespectful language to talk with one another.*
- 3. Our garage is a mess; we can't find things; it looks horrible.*
- 4. It's hard to do my homework because we have one computer. (Jack)*
- 5. The cable bill has been too high lately. Someone keeps ordering movies. (Dad)*
- 6. I hate when you and dad argue. (Chloe)*

III. THE WHYS:

- 1. Kids' sports practice during the week.*
- 2. We're not taking time to listen and communicate well because we are so busy.*
- 3. Gardening tools, car project, Chloe's boxes*
- 4. Both kids using computer at same time*
- 5. During Jack's sleepover party, he and his friends ordered and watched three movies.*
- 6. Dad and I have not spent time together because of our hectic life, and we're frustrated.*

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The First Notebook-Meeting Agenda (Sample, cont.)

IV. ACTION PLANS AND DATES OF COMPLETION:

1. *Until sports season is over, we will have to keep eating quick meals or meals at the ballpark, but we commit to Saturday morning breakfasts and Sunday night dinners together. Dad and Jack will make Saturday breakfasts; mom and Chloe will make Sunday dinners.*

Date of Completion: All Saturdays and Sundays until sports season is over.

2. *We agree to make our Saturday breakfasts and Sunday dinners as “family talk time,” so everyone can share whatever needs sharing, the positive and the frustrations. We will record items for our next notebook meeting’s agenda.*

Date of completion: All Saturdays and Sundays until sports season is over.

3. *Organize gardening tools on hooks, car parts on a worktable, and store boxes under beds.*

Date of completion: Mom and Chloe will get hooks and bed risers by the 8th. Dad and Jack will make a table this weekend.

4. *Jack will use the computer between 8:00 and 9:00 p.m. Chloe will use the computer between 9:00 and 10:00 p.m.*

Date of completion: times indicated.

5. *Jack will ask permission before ordering movies. He agrees to pay half the cost of movies he orders with his friends.*

Date of completion: when friends are over.

6. *Mom and Dad agree to schedule their own private talk time on Sunday nights to catch up with each other. We commit to speaking to each other with respect.*

Date of completion: every Sunday night.

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DATE _____

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II. AGENDA ITEMS:

1. _____
2. _____
3. _____
4. _____
5. _____

III. THE WHYS:

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The First Notebook-Meeting Agenda (cont.)

IV. ACTION PLANS AND DATES OF COMPLETION:

1. _____

2. _____

3. _____

4. _____

5. _____

