

## **UULMNJ Plenary**

### **Suggested Process for Task Force Sessions**

**It will take a little time for everyone to collect their lunches and find their room. Once everyone is settled, the following process is recommended. You may want to consider asking someone to take notes during the meeting**

- 1. Introduction of participants** (collect names addresses, emails and phone, Please use a sign-in sheet to get everyone's email addresses. (5 - 10 min.)
- 2. Speaker** if available (15 minutes)
- 3. Review of task force activity over the past 6-12 months** (10 min.)
- 4. Discussion of continued or emerging issues** (10-20 min. If already focused on an issue, spend more time on #4)
- 5. Strategy and next steps for task force** (10 - 20 min.)
- 6. Assignments:** (10 Min.) This is a good time to get commitments from others to do specific tasks. i.e. tracking a bill, researching the issue, minutes scribe, writers, etc. You probably have a good idea of what you need. The idea is to get more people actively participating in the task force activity.
- 6. Inform them of the next conference call or other follow-up**
- 7. Report back highlights to Plenary following task force meeting.**

**Optional Racism Discussion:** The UULMNJ board has taken a stand on racism that will be included in your packets. This year we have provided extra time for taskforces to talk about racism as it impacts the issues we addresses if their program permits. Some possible discussion starters include:

- 1. How does racism impact the issue we are working on?**
- 2. How and why are people of color impacted by these issues more than white people?**
- 3. How can or should our local congregations respond?**
- 4. What can UULMNJ do to foster and support NJ congregations in addressing racism in our communities? e.g. information, training, etc.**