

## **CITY OF SAMMAMISH ARTS COMMISSION**

### **Rules of Engagement**

The Sammamish Arts Commission is committed to practicing Collective Leadership embodying the following elements:

- Inspiring one another toward what we can achieve on, reflect and articulate what we hope the future can be in an atmosphere of transparency and mutual respect via shared goals.
- Give ourselves the freedom to express ourselves, navigate difficult conversations, and stay committed to mission of the Arts Commission ("create a sense of place, civic identity and unique character").
- We encourage both planned and spontaneous expression of ideas, energy and learning.
- Discourage deficit-based thinking and foster and operationalize asset-based thinking (build on strengths with a mindset of abundance) so that we can expand the footprint from STEM to STEAM.

The SAC Rules of Engagement will co-exist with SAC Rules of Procedures (published on SAC website) and is meant to shape a dialogue holding environment for enabling shared understanding and mutual trust among all the Commissioners

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The following Rules of Engagement have been adopted by the Sammamish Arts Commission:

1. Strive to attend all meetings. Notify the Chair or Co-Chair for any necessary absences.
2. Prepare for the meeting by reading email and other relevant artifacts in advance.
3. Adhere to the meeting agenda and the time duration for each discussion topic / agenda item.
4. Avoid hijacking the meeting.
5. Actively participate in the meeting by listening to what others have to say and keep an open mind without dampening enthusiasm. Contribute positively to the discussions by trying to be concise and avoid soliloquies.
6. Help everyone concentrate in the meeting. Minimize any side conversations.
7. Being mindful about cell phone use during the meeting
8. Have the best interests of the organization/beneficiaries in mind at all times.
9. Draw attention to any potential conflicts of interest that may arise in the meeting.
10. We may constructively disagree on a project proposal or approach but commit once a decision emerges and then move from status quo to getting the job done (project execution)
11. We will work together in a spirit of continuous improvement so that we can be efficient and effective as a Commission.