



Policy for meetings of the Prospect Heights Neighborhood Development Council

When attending a PHNDC meeting, participants agree to the following meeting norms:

1. **Be kind and respectful to one another, even when you disagree.** We are all part of this community and have made time for this meeting.
2. **Listen actively.** We recognize that opinions may not always match those of our neighbors and agree to listen respectfully, trying to understand before trying to be understood. We are thoughtful about the space that we take up during a meeting.
3. **Focus on the issues and be solution-oriented.** We address the topics at hand with relevant comments and questions and avoid personal attacks and interruptions.
4. **Speak from your own experience (not others).** We can come to a shared understanding by sharing our perspective and avoid over-generalizing and assigning blame.
5. **Be curious and empathetic.** We take responsibility for our own learning and always have an opportunity to learn from others.