



**Long Range Planning Meeting  
11/21/16 Meeting Minutes  
Brainstorming Session**

1. In attendance: Rich, John, Pete
2. Rich opened the meeting by thanking the group for their interest in improving their lodge and creating a three year plan, as well as their dedication.
3. Rich then outlined the significance of creating a strategic plan for the lodge, including the following: the importance of using a defined process for creating a three year plan that includes brainstorming areas of strength and improvement, prioritization of that list, a vision statement, goals, objectives, and action items. Rich also stressed the importance of committing to executing the plan.
4. Rich next requested information about the lodge in order to create a lodge profile (listed below). He then solicited feedback regarding the 'state of the union' for the lodge as well as what the team members feel the lodge will look like in three years. Lastly, Rich reviewed his role and the role of each member
5. Rich led a brainstorming session on lodge strengths/areas of improvement, listed below

### **Meeting Guidelines**

#### **My Role**

- Set direction
- Set the agenda
- Lead discussion
- Keep the team focused
- Start and end meetings on time

#### **Your Role**

- Arrive on time
- Be committed
- Be open minded
- Be concise
- Be creative
- Follow the process
- Respect the opinion of others
- Stay focused on the topic
- Look forward not back
- Dedicated to executing the plan

### **What is the state of the lodge?**

- Up-trending
- Doing better
- Communicate and in sync
- Organizing and scheduling are both strengths and weaknesses.
- Participate in functions

### **What does the lodge look like in three years?**

- Full sidelines
- Members waiting in line to get in line
- 25-30 people for dinner
- Different energy
- Activities
- Pride in own Masonry
- In sync – Masonry and officers

### **Lodge Profile**

Number of members: **100**

Active members: **20 - 25**

Semi-active members: **30**

Inactive members: **45+**

Typical meeting attendance: **30**

Membership age range: **21 – 80+**

Membership median age: **45**

## **Brainstorming List**

### **What we do well**

Enthusiasm  
Dedication  
Friends outside the lodge  
Sense of pride  
Strong lodge veterans  
Successful events  
Strong ritual  
Strong officer leaders  
Involved in the district  
Supported by significant others  
Commitment  
Outgoing  
Mutual respect

### **Improvements**

Time management  
Planning  
Processes  
Finances  
Communication  
Shared vision and direction of goals  
Retaining members  
Attracting members  
Awareness of lodge by the community

