

# Jeder Gathering Harvest 1 - 4 May 2019



## Welcome and Acknowledgement of Country

Michaela welcomed us to the Gathering and into The Pod, which was the wonderful space in nature, surrounded by shapes and patterns, where we met, 12 km's from Batemans Bay, NSW. Brett offered an acknowledgement of country to the place and people where we were gathered; Eurobodalla

**Present:** Michaela, Jason, Meredith, Dee, Aleks, Lynn, Raye, Brett

**Day Two Zoom:** Vanessa, Lisa, Margaret, Michelle, Kerry, Sara

## Introduced the new Process Process: a Jeder iteration

Based on past Gatherings where the Harvesting was left to a couple of people, Dee suggested a process on how to host each process. As you can see on the flow of each day, there is a H, HV & T with an individual's name beside each letter which indicates the person who self nominated to host that role for each process:

- Host
- Harvester
- Transcriber

This was not about tidy or pretty posters, this was about finding a process to ensure some members who attended the Gathering didn't feel that they were swamped with the task of Harvesting and could be fully present and ensured that there was a sharing of the load between all members who were present.

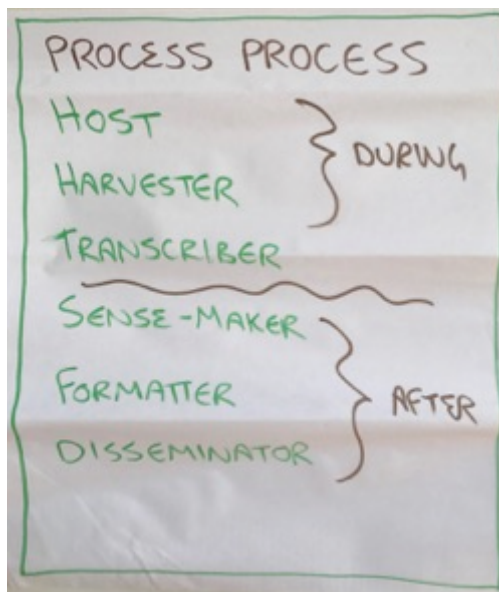
## Process Learning Curve:

**Note:** This process has also created a very long Harvest this year.

We reflected this was based on the fact that instead of people following the 3 roles above, some people who put their name forward to Harvest, did so directly into the google document and often typed what was said verbatim, instead of capturing the “essence” of what was said, as a usual Harvest document would through the transcription of what was written on sticky notes.

**How to skim read this Harvest: Bold headings show the topics / themes / work and large italicised sentences show key or main points**

Dee has added an “Art of Harvesting” document to GSuite Gathering folder – pathway: **Jeder Membership -> Gatherings -> All Member Gatherings -> May 2019**



## DAY ONE

We started the first day with a check-in round and then with a round of what each person felt we needed to pay attention to and from these suggestions, we clustered similar topics/threads and co-created an organic Flow, only for the first morning. We decided we would keep co-creating the Flow a couple of times a day, in this way and in to honour the creation of the Art of Coasting principles which were developed at the Ballina Art of Hosting training and were also used at the Smith's Lake Gathering.

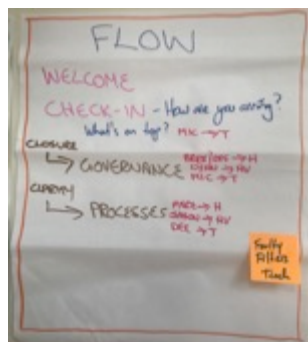
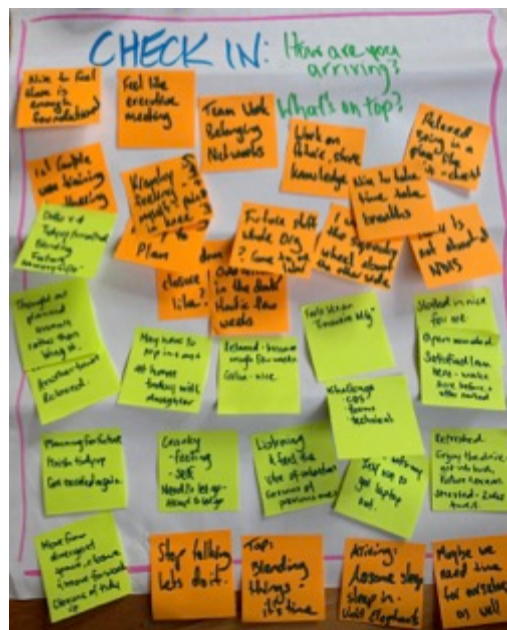


### Check-in:

#### How are you arriving? What's on top?

- 1st couple of gatherings were more like training and gathering
- Nice to feel there is enough foundational knowledge
- Feels like an executive meeting
- Team Work, Belonging, Networks
- Work on future, sharing knowledge
- Relaxed, Being in a place like this - cherish
- Jeder is not all about NDIS, I will be the squeaky wheel about the other side of Jeder
- Nice to take time to take a breath
- Future stuff, Whole Organisation
- Kranky feeling - myself, pain in knee, let go, move to healing
- Feeling ready to plan
- What does closure look like?
- Odd arriving in the dark, hectic few weeks
- Ditto x 4, tidy up finalised
- Blending - future, so many gifts
- Thought out planned assault rather than winging it
- Another day, another town, relaxed
- May have to pop in and out - at home today with daughter
- Relaxed - bazaar, rough few weeks

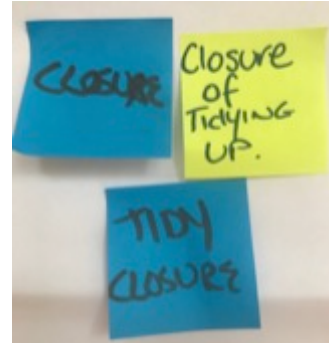
- Calm, nice to be here
- Slotted in nice for me
- Open minded, satisfied I am here - make sure before & after are sorted
- Feeling connected but estranged - not being there
- Refreshed, enjoy the drive, getting into the bush, nature, ocean
- Stressed - last 2 weeks before audit
- Agree with myself not to get laptop out
- Listening & feel the vibe of intention
- Envious of previous ones
- Planning for future, finish tidy up, get excited again
- Move from divergent space, closure & move forward, closure of tidy up
- Stop talking, let's do it
- Blending things - it's time
- Awesome sleep, sleep in until the elephants came
- Maybe we need time for ourselves as well





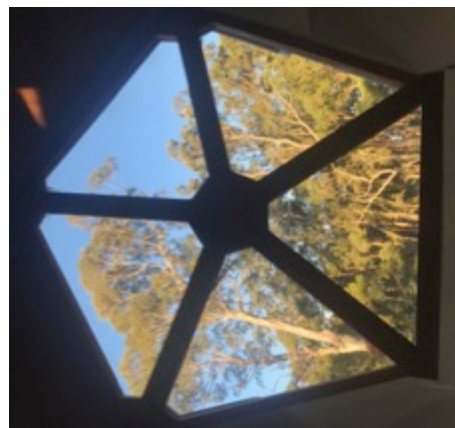
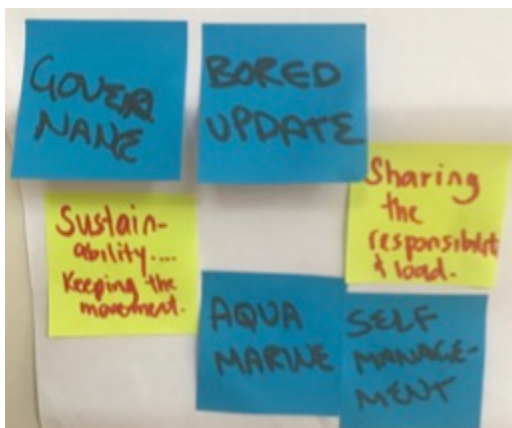
## Closure

Raye spoke of the last Gathering at Smith's Lakes and how the recurring thread was "tidy up" and that we have spent months in that phase and have tidied up some major elements of the organisation. She spoke of the need for closure of that thread and everyone agreed. Part of that closure was to hear from the Board members about how much they have been tidying up in the backend of the organisation and acknowledged that they had not reported this back to the membership yet.



## Governance

We have been discussing being in a tidy-up phase for the past 6 months. Members requested feedback from the 3 Board Members present on how this is tracking.



### From the Board:

Dee shared that at the last Gathering in November it was evident that we needed to do a massive tidy up, mostly because of upcoming audits (NDIS and Finance), but we also had a lot of mess from previous years, in the background. The Board has spent 6 months intensively clearing that up. Previous Board Members left because of their own personal capacity, no reflection of Jeder. With just 3 Board members now, we were able to hook in and get things done.

- At times 2-3 board meetings were held each week (sometimes lasting 3 hours each) to get through all of this work. It was realised that Members have no idea of what's been going on or how they have worked to "safeguard" them
- Looking at doing a Board Report soon so that members know what they are doing
- From the tidy up a lot of documents needed updating and development and there are still some gaps, that needs tidying up plus a few that are missing

- Jeder's Auditor sees the work we do as amazing and is intrigued with the processes we use
- Terry (financial auditor) really impressed with what we've done to date (which was completed by Ray, Sara & Kerry)

*Michaela added that the NDIS Auditors are also intrigued with what we do and how we do it.*

All relevant documents have now been sent off.

- The previous policies and procedures were put together in a rush, this time things were much smoother, however we need to go through these documents and ensure that we update, cull and create new policies that we may/may not need
- All of the registers (risk, complaints, etc) are set-up but we need to ensure that these documents remain live and that all members are aware of how to use them
- Our previous Harvests have been used as evidence for the Auditors, which they love as no-one else is doing it in this way
- Important that we continue to Harvest our meetings, putting together Kanban's for work-in-progress for future audits

*Brett asked the question of how we (members) can assist with this work? Mic stated that the Jedi's are the best way for members to assist in these kinds of activities.*



Jason added and acknowledged that we hadn't reported back to members of what's been going on and how members can contribute to the organisation. The Jedi's are important for this, but also members commitment to assisting along this way. This has been a missing component, with the same few people showing up and we need others to take some of the weight and assist where can.

Dee agreed that we are looking for others to step up, i.e. more members for the Board as well, increase self management, etc. We had another Board Member who had assisted in the development of a Governance Document for Jeder, however she had to resign for personal reason, but Jason and Dee finalised it recently:

- Originally, the document was called “Back to Basics” where we dumped everything we needed legally and started looking at how to make it Jeder’s
- At the last Gathering there was a discussion around Teal Organisations and it was agreed that we are a Good Green, working towards Teal and discussed how we move more towards that?
- A colour between Green and Teal is Aquamarine and this is now the framework name that Jeder is using; Aquamarine Governance Framework

*A thread was added to Loomio for feedback on the framework, only a small amount of members provided; Loomio needs to be used more.*



**Document update:**

On the Jeder Website there are documents under the “About” section where you can go and look at the Jeder Governance Framework, the Organisational Overview (which was developed last Gathering) and the Jeder New Member document will go up after the next Board Meeting. If any member has people wanting to know more about Jeder, send them to the above area on the website or download the doc.

*Brett asked the 3 present Board Members if they are happy with things at the moment.*

They all agreed that they have moved to future planning and have mostly moved past the tidying up of processes. After the Audit (17/5/19) things should be almost complete. The Board Kanban was previously 50 pages long and is currently 19 pages (as individual tasks) which shows how much work the Board has been doing.

We are looking to bed down the communication aspects of Jeder, Board Reports, Financials, Kanban's will be open for all. Mic advised that next year Jeder will be a big Non-for-Profit turning over \$1.5m. How we communicate from the Board, to members and back is a focus for the future.

### *Aleks asked if there is a vision for growth.*

Mic advised that there has been approval for 6 new members. The finance team are also finalising a few things to allow a smoother transition. We now know for each member that comes on we need 2 hours per individual for onboarding and we know how that affects the back-end, eg finance support, therefore that's why the number has been set at 6. We can also use this 6 as a trial for the new processes that we have and to ensure that the processes and back-end can meet the needs of everyone.

It's important that the Finance/Admin team had time to breathe due to the influx which was overwhelming at times. They also at times felt attacked that they were doing a shit job due to the overload of work. Which leads to future processes of how to be a better team, communicate with respect and be mindful of others, our work, our words, etc.



### *Brett asked Dee if is this also the case for CoBu?*

Dee explained that it's a little different as there are only a few and some of them aren't actual members but partners. Dee explained that how people come into the CoBu team, may be someone who is already a private consultant delivering training and don't want to work independently anymore and come join Jeder, or new to the industry and want to learn and grow alongside Jeder.

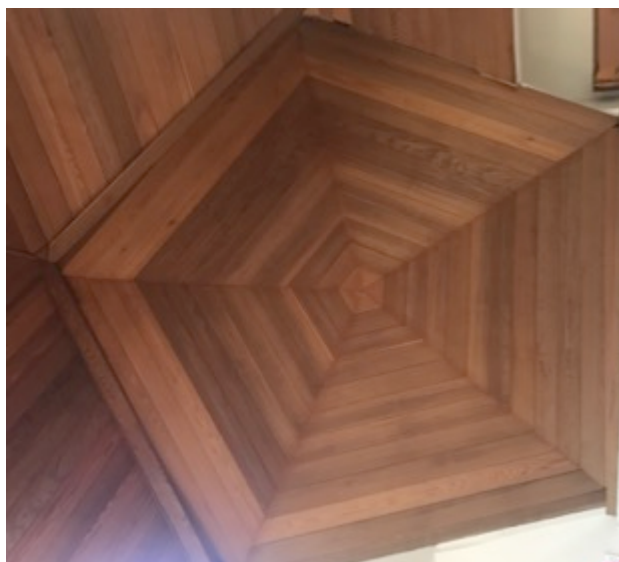


Separate CoBu gatherings are held to grow the space, which hasn't occurred for the past 6 months due to the tidy-up and we envisage that we can also look at the blending between the NDIS and CoBu space.

*Lisa asked Dee about Jedis - is there somewhere that we can see where a Jedi is up to? Somewhere we can re-read previous calls?*

Dee responded that this will all come up in the Jedi process discussion soon, but yes there will soon be. We'll get them all listed so that people know where they are, who is leading them and how they can join.

*Margaret said she would also like some instruction on Jedi's and how to access documents to catch-up.*



## Clarity

One of the clusters was around members gaining more clarity of Jeder's multiple processes. There were two key things to look at here, 1. Do a brain dump of the processes we know we have, and 2. Get feedback from Lynn about the filing system quote.

## Processes

Processes we know were put onto the sticky notes both foundational process for social / meetings and process documents.

## Organisational Practices and Process Documents:

DOCUMENT	COMMENT / ACTION
How to host a Jeder meeting doc	Awaiting board review
Kanban and meeting Master Templates	In GSuite Jeder Documents
Membership process/handbook	May need separate NDIS and COBU docs
Induction process	The conversations around the organisation structure, what's expected of you etc, expectations, culture. Will be trialling this on Zoom (with Mic and Dee)
Induction checklist	Could be a half day then move into a coaching arrangement.
Onboarding	Needing the tidy up- the paperwork, finance, platforms etc etc.
Governance framework	Complete and on website "about us"
Organisational overview	Complete and on website "about us"
Coaching	In development stage
Referrals	Not documented at this stage- how do we do this now? NDIS space is individually COBU - three people who can offer work and rely on as an income - it is word of mouth or website contact ( <a href="mailto:info@jeder.com.au">info@jeder.com.au</a> ). Talking this through more transparent referral process. Do we need a two tiered process of referrals? Development of the referral pathway needed
Endorsements as a process - linked to the referral pathway.	How do we know that people are good people- and sharing between ourselves and make things transparent with them- i.e. if anything that WAIS put up we can share- we need confidence that they are reliable and good for us for our org. Do we have a list of partner orgs (or want to be a part of a partnership with Jeder).  Yes, there is a membership document in Guite that has a list of current members and contact information, in the tabs there is one for partners

Skills audit document	No one really uses - we do it at induction but does not go anywhere. Needs reviewing and developed into an online version (Dee talking with people around an online platform- the needs and offers market)
Self Management workshops and training	Need to develop a process around how to develop programs and training that could be offered- like endorsements about training/workshops that we could do. This may also expand away from our different areas- COBU side could come in and help NDIS area (lots of opportunities for cross pollination). Maybe we need to be more clearer about the context and to why it is needed (and what it will/could be used for). It was recognised that we have collected some of this information, but not done anything about this.
Alternative Therapies Organisational Position Statement	Need to think about developing our stance (as an organisation) around alternative therapies (such as medical marijuana, CBD, psychedelics etc). Possibly suggest to develop a Jedi around this. This is an emerging area of practice we need think about.
How we develop a document and reviewing the documents	In some circumstances there has been a year in development - (Dee noted) - this needs to be reviewed in terms of time-frame and add to how to host a Jedi document
From a continuous improvement perspective - how do we share the learning and data? We need some processes around this.	NDIS put out a social impact tool about 12 months ago - Ability Links had one - Lynn may be able to share this.

## General comments:

Internally we have autonomy and how we share our resources/participants to fill gaps to the best of our knowledge. Is or should there be a more thorough process of someone endorsing this? I.e. linked with an intake person - does this go against the philosophy of Jeder of Self Management - can we share some of the work loads?

Dee has recently written to all our partners to see if they are still wanting their logo on website and remain in partnership and asked about who else? Do we need to spend some time to do the top 100 process - look at now and then where want to be - getting a diverse group of people around a table for a conversation. Asset Map Atlas

Is is culturally appropriate to ask questions about a process - questions are ok - positive supportive culture regardless if something is in a document or not. As coaches we are asking some of the questions around this.

It also has to do with learning styles- how people take information in. Discussing youtube type tutorials to accommodate different styles. Everything we do should be with a lense of continuous improvement - bring these things to a Jedi. If you want to develop a process, put out a call for other's interest, create a draft, send to board for finalising endorsement (not to critique it but to approve & PDF the file and send back) - we want to continually improve what we are doing and how we do things.

## Broader Follow Up:

- NDIS Practices and Processes; leave for tomorrow.
- CoBu Practices and Processes: does COBU have their own processes?

*Version control etc is also important. Update from Lynn re; document control person who was been engaged hasn't been able to gain access to GSuite yet - follow up with Leigh*

## Sticky Note Harvest:

We had a process discussion to discover what we already had, what might be missing and what was in development. We wrote everything we could think of on sticky notes and started to gain some clarity around the enormity of our documents.

### General comments:

- For future document development, see Dee Doc Queen
- We need timeframes for developing documents (e.g. Jedi's process doc has taken a year!)
- Better ways to document and share needs process and practice principles
- How to: better use strengths cards - person centred practices

### Foundational processes:

- Check in / out
- 4-Fold Practice
- Circle Practice





## Document Status:

ONLINE	DEVELOPMENT / APPROVAL	COMPLETE / REVIEW
Governance framework	Finance processes	Olive branch internal
Registers: <ul style="list-style-type: none"> <li>• Continuous improvement</li> <li>• Risk</li> <li>• Conflict of Interest</li> <li>• Gifts</li> <li>• Complaints</li> <li>• Documents</li> </ul>	Leaving conversation	Community mapping
Induction checklist	Jedi process	Partnerships - top 100 - identifying partnerships
Member handbook - CoS	Member handbook - CoBu	Abundance framework - CoBu
Org overview	New members doc	Skills audit - doc needs review
NDIS processes	Referrals - internal & external	Skills audit update
Complaints process external	How to host a Jeder meeting	
Kanban Master Template	Now you've said yes, what now? (New member, next doc)	
Meeting Master Template	On boarding & induction in development	
Membership process	Workshops sharing our knowledge	
Jeder partners - GSuite - members & partners list	Referral pathway for cos & CoBu	
IT / cos / dollars - Jeder handbooks	Identifying gaps within cos space	
Risk management	New cos checklist (welcome pack)	
	Tech trinity doc in development	
	Needs & offers market process	
	CoBu community development principles	
	Review how to host a Jedi doc	

	Admin processes & clarity	
	Jeder stance on medical cannabis	
	Radical transparency doc in development	
	Discuss alternative therapies	
	Sharing gifts within Jeder (cos & CoBu)	
	Process needs to be developed for workshops	
	Position Statement for using Humanatix for workshop rego	



## Faulty Filter Teach - Hosted by Michaela

Find further information in the Gathering folder in GSuite – pathway: **Jeder Membership -> Gatherings -> All Member Gatherings -> May 2019 -> Teachings**

## Jedi's

Luke originally named our small working groups, Jedi's at a previous gathering (Hunter Gathering). This evolved to perma (permanent) and project Jedi's. We also have a CoBu Team Jedi.

*Would a CoSsie (or NDIS) Team Jedi fill the gap of no longer connecting on Slack and invite more CoSsie's into Loomio?*

Project Jedi's can be closed off at the completion of the project. These can be called at any time, (e.g. a Policy and Procedure Jedi) to focus on a particular area of work and then disband once the work is done.

We currently have approximately 6 Jedi's. A process has been developed for Jedi management and accountability however this has not been embedded as they have all been emerging organically, to date.

## Update

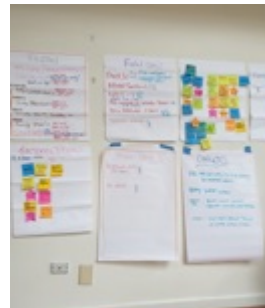
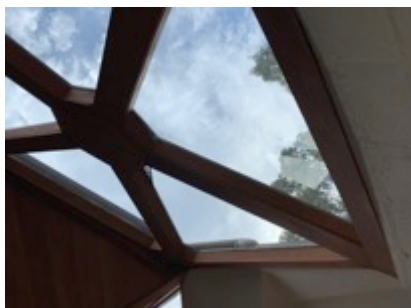
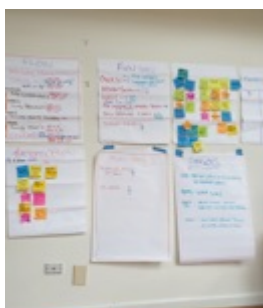
From the Board's perspective, we are going to ask that people in the Jedi's look at the developed document/process and ask someone to self nominate as a "lead" for that Jedi. The lead person will then give a monthly feedback to the board - nothing major, could be a few dot points of what has been happening in that Jedi for the month. This is a two way street, so the Board can report back to the wider collective through their monthly report.

Another suggestion is the lead people form a small group (in Board minutes it's called a Jedi Pod) with the idea they can look at who is doing what and what skills could cross pollinate to help each other. E.g. does one Jedi have a member with great marketing skills that could share or teach others in another Jedi?

Suggested steps:

- Contact all current "leads" or drivers and ask for self nomination as a lead or discussion around who else might take the role
- Review, adopt or tweak the Jedi process, as created in the document
- Discuss committing to a bi-monthly Jedi Pod meeting
- Feedback to the Board on a monthly basis

*It was asked if it is possible to have a presentation of the Jedi process to the Coaches so it can then be fed back to regional COSSIE meetings. Dee agreed to deliver the presentation.*



## Culture Jedi introduction:

Culture Jedi came out of a membership call. It was a lightbulb moment. Previously we had asked members to step up in the Membership Document to be part of at least two Jedi's but this has not been happening. It is suggested that new members be part of the Culture Jedi for the first 12 months to deepen their practice.

It was also agreed that all Jeder members should be aware of the Four Fold Practice and how it fits in with a number of other practices within Jeder. We need to reinforce this in the Culture Jedi. It is believed there is not a strong team culture within Jeder currently.

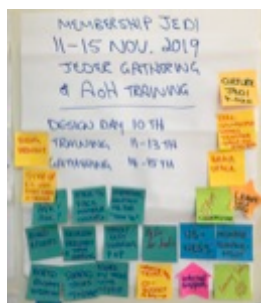
*This is one member's perspective. He stated "in previous roles, I could check in with my team about anything - I don't feel this within Jeder. It would be nice to have peer-to-peer support. We don't want to have an organisation where people leave due to feeling not supported or connected. If I am feeling like this, are there other people feeling the same?"*

It was considered to have a weekly-hosted space, where attendance is required at least monthly. Development of a roster for hosting - if the host is unable to do this, then they are to negotiate a swap with another member.

It was asked if this is for existing members as well or just new members - we may need to ask the current membership. It was felt that we pose a question to the group rather than a directive and others come up with the responses.

This idea will be developed into a proposal. It is in the new membership document already which has been put out for comment/feedback on Loomio.

*Proposal passed that the November gathering is also an Art of Hosting training? (See actions list)*





There was a general discussion around the benefits and contributions of the Culture Jedi to the organisation - it's always been there (culture) but not deeply encouraged - how can we get this? It needs to be part of culture.

## Check out:

Pick a colour to describe your day and why?

### Green-Lush green grass.

- Reflections, many positives, feel comfortable and natural in this space-environment, Jeder is a fit, trusted in the networks that Mic has, get more understanding.

### Sparkly silver-Vampire silver.

- Feeling good, new processes are emerging, huge brain dump, walking the talk, learning, aliveness, organising creative next few days.

### Yellow-sun.

- Rays of sunlight are starting to sign through.

### Amber, green, red.

- Started out in red but have moved to amber with hope to get to green by the end of the week.

### Brown.

- Hates to leave a process unfinished, timing for lunch was frustrating, opening up possibilities for the future.

### Light-blue. Positive colour

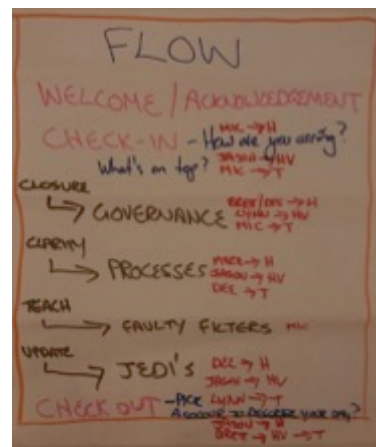
- Jedi chat was a good uplifting moment, Faulty Filters was a mind fuck, confusing, positive light excited, heavy culture being part of change,

### Shades of Violet. Blues to pinks

- Faulty Filters mind blown, making headway, brewing good stuff, love and positivity.

### Orange-yellow.

- Rays of light, process reflection, looking at where we are to where we were.



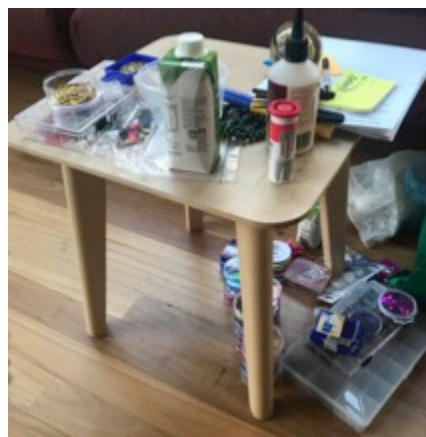
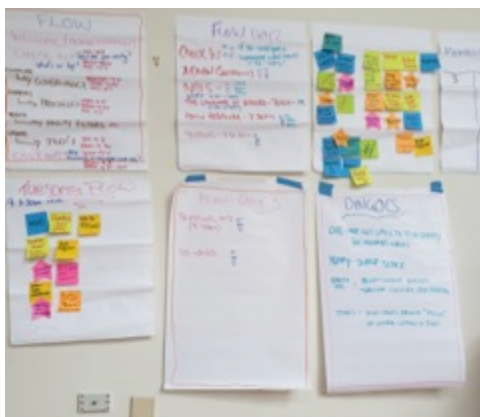
## Evening Flow

We ended the evening by Dee hosting a Flow Game for us all. We sat up way too late and laughed and drank and ate and got to know each other more deeply. The Flow Game supported many of us to shift through some difficult life questions, with the collective wisdom of the friends / members / colleagues / mates who were in the room, with love!



## DAY TWO

We started Day Two with a check-in and a brainstorming session around the questions we had to share with the admin team, who would be joining us on Zoom later in the day.



The next session was for NDIS talk. As Dee had a scheduled work call, (and was the only non-NDIS member present), the rest of the members used that time to dig into the NDIS clusters that emerged the day before which were worked on up until lunch time.

### Check in:

If you had a super power what would it be and why?

**Control things through Music** - Trying to remember a cartoon that I watched as a child. Nature (wonder) twins, huge nature fan

**Invisibility** - To be able to see what she wants when she wants, not a cloak just wants to be able to do it (don't want to have to carry more baggage) Would not be flying, would be like Hancock, not a responsible flyer (drunken)

**To be able to fly** - to be able to fly at a whim, zoom around up to trees and around to have a look.

**Super power of human** - Happy with how things are not needing a super power at this time.

**Invisibility cloak** - like Harry Potter, would like to sit in meetings to get some insight - perspective, Morph into someone else for a time.

**Observation** - Invisible man being able to sit back and take it all in. Fyl above to get the full perspective.

**Time Travel** - To be able go forward to have a look around. Go back and have a look around. Then come back to the now to see where things sit.

**Mind control**, connects to faulty filter - like Xavier from X Men. Control people's minds to make the bow to her means :)

## Admin questions discussion:

The Jeder Admin Team would be joining us on Loomio at 2.15pm and we took this opportunity to develop some questions we would like to ask them.

Aleks would host the ZOOM meeting with Michaela after a pre-admin team ZOOM meeting was held with Sara, Kerry, Rachael and Dee to further develop the admin flow of tasks document.

Jason provided some backstory: There has been a lot of communication and fresh changes within the admin team. Michaela acknowledged that IT and Admin are struggling with recent organisational growth. We formulated the following questions:

### Administration:

- What are the roles?
- Is everyone was familiar with the backend roles?
- Little group knowledge of what each admin member does (who does what?)
- What gets sent to the 'admin' email? What gets sent to the 'ndis' email?
- Who are the admin/finance/IT team?
- What are their hours of work?
- Jeder handbook is ok as a source of information. Is it ok for members to call the admin team for clarification during a 1:1 conversation? If so, what are the most suitable times to do so?
- SLACK: Do we need it?
- Does the admin team record communication with members (enquiries, concerns, complaints, compliments)?

### Finance:

- Members need clarification on allowable expenses?
- Lynn requested a clearer process for the salary sacrifice/packaging applications
- Meal and entertainment card. When will it be set up? Will members be advised?
- Is it possible to record a 'paid' status in CDS after a claim has been paid into a member's class?

### IT Support:

- IT Trouble shooting. Who to call?
- Redesign of website update by Michaela and Dee
- Members requested training on how to use the back-end of the website? Members need an explanation and function description of 'back-end'?
- Request for a DropBox/ Gsuite update?
- Why do we use 3-4 email platforms (Brett)? How can we share calendars? Can we have one common platform (pros/cons?)
- Does anyone know of an IT expert who may be able to support Leigh with the high level email issues?



**Key admin responses: (the other questions are responded to in the Zoom call)**

QUESTIONS	RESPONSES
<p>What are the roles?</p> <p>Is everyone was familiar with the backend roles?</p> <p>Little group knowledge of what each admin member does (who does what?)</p> <p>What gets sent to the 'admin' email? What gets sent to the 'ndis' email?</p>	<p>Sara: I'm admin support, answer emails, admin emails / finance email / info</p> <p>Employee forms, Payroll, reimbursements, class reports / admin fees, coaching fees, Board support, BAS, Super - Sara asked if that was enough for now and Aleks prompted her by asking, "what are you NOT?"</p> <p>Sara responded that she is NOT NDIS claims</p> <p>Kerry: back up support for Sara; no one else within the organisation can complete tasks if Sara is not available / on leave.</p> <p>I completed the internal Audit and Financial Audit and also support with Payments Summaries, Insurances, Internal Audit, Development of new processes for Jeder / organisation.</p> <p>Employment Forms</p> <p>Raye: I respond to the emails sent to <a href="mailto:NDISfinance@jeder.com.au">NDISfinance@jeder.com.au</a> I do the CDS claims to Proda, Plan Managed / Self Managed Invoices. Error reporting, Service Bookings, Class /Transaction reports</p>
Who are the admin/finance/IT team?	4 people; Sara, Kerry, Raye and Leigh
What are their hours of work?	<p>Sara responded that she works Mon 7 - 5pm , Wed Mornings, Fri Mornings - 16 hours paid each week.</p> <p>Kerry: I work 8 paid hours a week 4am - 7pm and often respond randomly.</p> <p>Raye: Reporting is completed on Fridays and other NDIS admin is done on Monday</p> <p>Leigh: 7 hours a week, as required</p>

After a number of questions from members Raye asked members to reflect on "What is going well with admin?"

At this point there was a collective agreement that there was evident tension between members and the admin team. The focus turned quickly to "What can we all do to improve the relationship?"

*Raye commented, "Some emails to the admin team have been atrocious, aggressive and accusatory, making the admin team stress out".*

Michaela added that the admin role is often highly stressed work. Jason added that the volume of emails received by the admin team is too high.

Deeper discussion led Raye to ask members the following two questions about two way communication:

1. Is it the way we are explaining things?
2. Is it the way members are asking?

We wholeheartedly thanked the admin/finance team for joining us and for giving us the time and energy into the discussion and document development to support the future growth of the Jeder Institute.

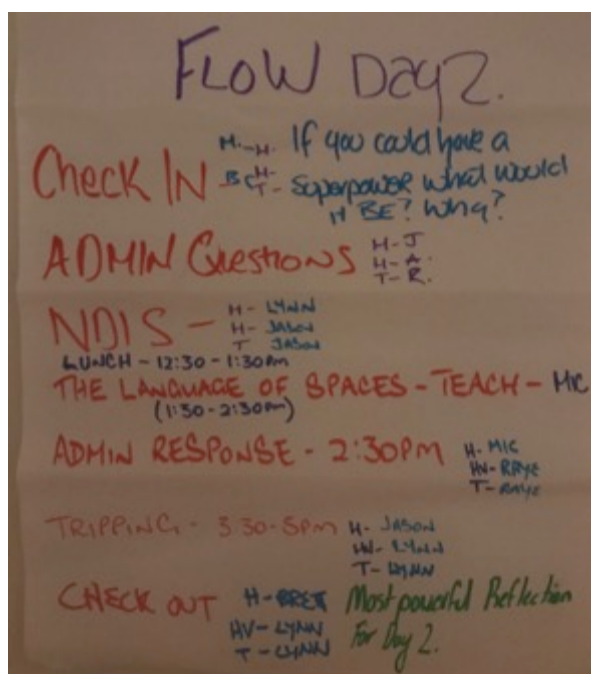
## NDIS Discussion:

Host - Lynn

Harvest - Jason

Transcribe - Jason

Dee, as the only non-NDIS member present was scheduled to take some calls so, the NDIS team decided it was an opportune time to dig into their specific topics.



5 areas were grouped together:

- Beyond NDIS?
- Admin type things- NDIS IT support, NDIS handbook, Risk Management, Utilising Capacity Building Support,
- CDS- CDS claims- flag paid, CDS.
- Coaching- Employee model, how to approach under performance, new COS checklist, clarity on processes, coaching process, calling capacity, boundaries, sustainability, communication with service providers.
- Member model (Jason).

## **“Light membership” model:**

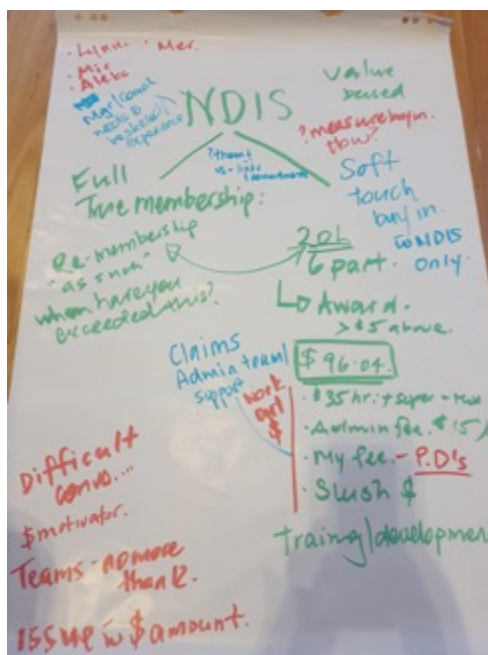
An idea has been emerging with Jason for approximately 3 months regarding another option of membership/employment within Jeder. This has emerged from some frustrations, reflections and brief conversations with some members. Jason acknowledged he has been struggling to articulate the concept and would like to explore this in some more detail so a proposal can be considered by the current membership. The thought/concept/idea thus far:

- An individual member/coach could offer to engage a new staff member for a period of time (or ongoing) where they are engaged like a more “traditional organisation” (i.e. contracted for X hours per week to support Y NDIS Participants) under an award hourly rate (or slightly higher given the expectation of bringing own phone/computer/office). The wages come directly from the individual member/coach’s class ( or either transferring the amount directly to the new members class)- this needs some more exploration with finance/admin teams.
- The individual member/coach would claim the full NDIS hourly rate and take out the 15% admin fee, wage for the employee and a “fee” for their time. There may/should be some “profit” from this which could then be used/donated to the Jeder Charity Account.
- The “profit” could be used as a financial investment back into the organisation to support projects, ideas, programs etc. This could be a collective decision and used in conjunction with CoBudget.
- Discussions with the new staff member would occur to see if they would like to consider full membership at regular basis.
- Benefits could include regular claims/income from the NDIS, the new staff member would not have to contribute to full member benefits like participation in Jedi’s etc (if the individual chooses to participate this is even better), they don't have to monitor their class/income as its a regular payment agreement they have with the member/coach, its a regular income for the new member and they don't have to worry about building their class over a period of time.
- It is expected the team would still operate within the pillars and philosophy of Jeder.

A feedback round was held, with feedback including:

- It could be a “soft touch” into full membership within Jeder- dipping the toe in.
- The inviting member/coach needs to be skilled and experienced in all of Jeder practices and processes.
- Will it create a divide between the “soft touch”- need to consider the link with existing members and the commitment of the new employee.
- How could we measure the buy in for the new employees before they are considered for full membership.
- How would the recruitment process look like?
- Are there current members where this arrangement may suit and could we invite them into this new arrangement.
- Need to consider the financial side of things in a bit more detail.
- How could difficult conversations happen- especially if there are concerns.
- Money is a significant motivator for people- there could be a divide between the levels of membership- equanimity. Some people may have a concern with the hourly rate.
- A team should be no more than 12 otherwise it becomes unproductive/unruly.

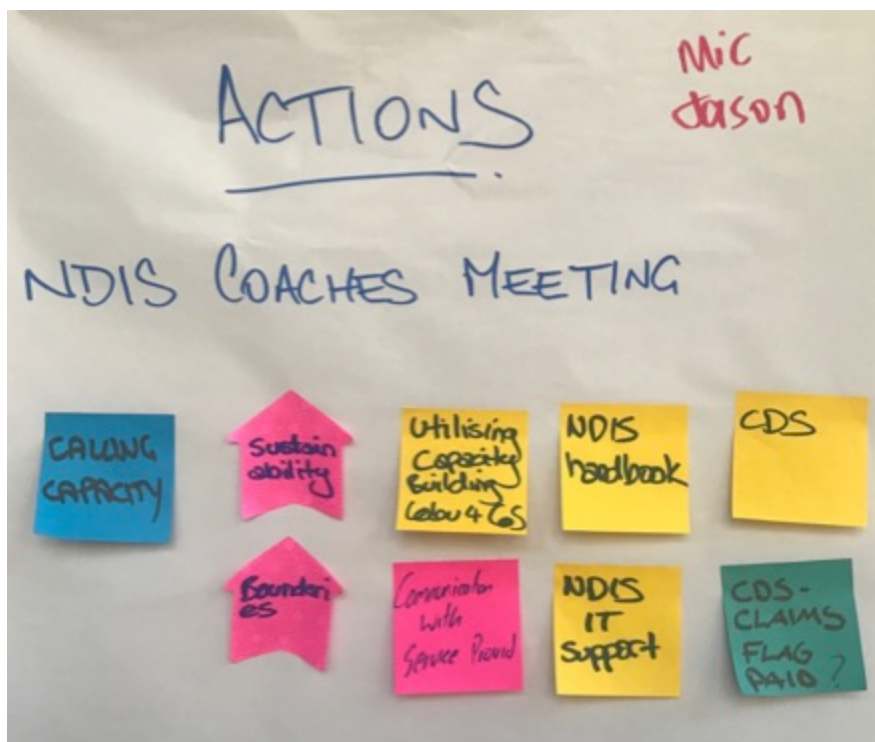
There was acknowledgement the model/idea/concept is worth exploring in more detail and there could be some resistance. Lynn, Meredith, Aleks and Michaela agreed to assist Jason develop the model further so a proposal could be put to the membership. Brett offered to review the final proposal before going out to all members for consideration.





## Coaching:

We acknowledged the current coaching framework/arrangement for new COSSIE's (or NIDS members) is problematic and not working well for us at this point in time- it still looks very much like a supervision model under a traditional organisation. The coach's have been discussing how this could look moving forward and have considered an option that could be trialled.



The proposed option is to charge a \$600 coaching fee immediately as part of membership. This would mean the new member would be in deficit of \$600 immediately when commencing but would be able to receive 10 hours of coaching and onboarding/induction facilitators would receive payment for their time. If the new member would like to purchase more coaching hours, this could be negotiated with the current (or new coach) at a rate of \$55 per hour. This could also be extended to current members who may like to request coaching in specific work areas.

*Generally, it was agreed the above proposal would/could work and should proceed to a proposal on Loomio.*

Some questions were asked regarding the current coaching arrangements, especially where there are current members experiencing difficulties with some aspects of their work or are not contributing to the whole (conditions of membership- what we ask of members).

## *Do we have a guide or process around having/raising some of these conversations?*

The coach's also act as a monitoring role within our current system especially for NDIS compliance/auditing (CDS monitoring and quality), which is always unpaid.

Is there a need to consider a training fee in addition to the coaching fee to assist members (new and old) who may want training in specific aspects of their work or the organisation philosophy. This may assist us all in "getting on the same page".

### **COS Checklist and Clarity on process:**

The checklist and clarity on COS process was raised for discussion as some members would find it helpful to have a checklist of "what things" need to be done. We do have these checklists in the current process and it was questioned if these need to be reviewed.

## *Meredith self nominated to complete a review of the welcome pack and obtain feedback from members through Loomio.*

### **Risk management:**

is this something that we need to do. What does this look like, when do we need to do this. How is the documented for everyone to be on the same page that we all have access to it. 2 new documents. Safe home visit checklist and risk management matrix (risk assessment for somebody) the will be rolled out. The safe home is something that we need to start using ASAP.

Ergonomic checklist and first aid checklist. Will be something that will be used in the future.

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## **Side Talk:**

*Sara and Kerry had got together virtually on Day One of our Gathering, to develop an "accountability list" of their daily tasks, at the request of the Board. This was requested as a way of highlighting to members the amount of work that was generated from the Admin Team, in the background, which many people weren't aware of.*

*On Day Two, and after Dee's call (where she wasn't present for the admin question or NDIS session), Raye left the physical members and joined Dee, Sara and Kerry on a call to look over the document they had created and add what they saw might be missing and to develop a simple "flow chart" for onboarding new members, including IT needs.*

*The admin task and flow chart document would then be shared with the members at the later time of 2:15pm when admin would join the Gathering Zoom. Kerry offered to have a flow chart ready for the later call. Link to onboarding flow chart:*

<https://docs.google.com/document/d/1zHXyexAD0wx-0BEo3CFgVYCgw18eUM8zBJGTmpR3HKE/edit?usp=sharing>

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## Admin / IT

The admin team comprises of Sara, Kerry and Raye and IT Support is Leigh (who could not join us). Sara and Kerry joined us for a Zoom session and Raye was physically present with us. We heard an update of the development of the Administration Roles document, the onboarding flow chart and then asked our collective questions which were prepared in the morning session.

### Admin Response:

As Aleks was the member who harvested the question discussion, he also hosted the call with the admin team on Zoom. Aleks thanked the admin team for the magnitude of the work that they do and explained that we explored what was working and not working to develop the questions we had. He talked about the culture of Jeder and our relationships and noted that we identified a tension between admin and other members and offered the future the possibility of moving this over to the newly called Culture Jedi.

*The impact of the relationship breakdown between members and admin was strongly acknowledged and the need to address it was actioned as a priority.*

We identified growth and changes in the admin roles and then welcomed our Zoom members to the call. We began by sharing our "super power" question with the new joiners and asked them to respond to the same question.

### Zoom check-in:

**If you could have a superpower, what would it be? Why?**

Members at Long Beach re-shared their responses from this morning.

Vanessa - Practical; the Flash, move really fast and get everything done so could relax at the end of the day

Kerry - run really fast/ good at Pa Kor

Michelle - Time travel back to tap into the wisdom of ancestors and those before me.

Sara - Invisibility to drop out of the world, multiple needs to be more of me.

## **Admin discussion:**

Aleks graciously hosted the admin call and firstly asked if the people on the call would please share their tasks/roles with everyone in the hope to become more familiar with what the admin / IT team do on a weekly basis. He acknowledged there are four within the team (including IT) and those roles also included NDIS finance / Finance.

Sara: I'm admin support, answer emails, admin emails / finance email / info Employee forms, Payroll, reimbursements, class reports / admin fees, coaching fees, Board support, BAS, Super - Sara asked if that was enough for now and Aleks prompted her by asking, "what are you NOT?"

*Sara responded that she is NOT NDIS claims*

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*Lynn asked, what are you HOURS / WHAT DAYS*

*Sara responded that she works Mon 7 - 5pm , Wed Mornings, Fri Mornings - 16 hours paid each week.*

Kerry: I commenced July 2018 - back up support for Sara; no one else within the organisation can complete tasks if Sara is not available / on leave.  
I completed the internal Audit and Financial Audit and also support with Payments Summaries, Insurances, Internal Audit, Development of new processes for Jeder / organisation. Employment Forms

*I work 8 paid hours a week 4am - 7pm and often respond randomly. I Host the Dollars Jedi as part of my personal Membership.*

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Rach: I respond to the emails sent to [NDISfinance@jeder.com.au](mailto:NDISfinance@jeder.com.au) I do the CDS claims to Proda, Plan Managed / Self Managed Invoices. Error reporting, Service Bookings, Class /Transaction reports

*Reporting is completed on Fridays and other NDIS admin is done on Monday*

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## Aleks asked: “WHAT DO YOU NEED FROM US?”

### General:

- Triage being trialled in the admin area (Sara/ Kerry)
- Kerry briefly discussed Class reports and how people use their own

Sara: sticky issues acknowledged. Our communication is by email, requests made.	The body of an email should relate to the subject heading. Please do not add new information or topic to an existing email thread. Start a new email thread. E.g, is it an email about a claim or reimbursement?
Kerry: the tone of emails to admin	Communication needs to be mindful / we don't have a lot of hours to complete things. Participate in \$Jedi (Dollars) - processes have come up out of this, although it's often the same people on line.
Rachael: NDIS finance email should be used	Invoices need: participant name, NDIS number, DOB.
Phone call communication with Sara	<ul style="list-style-type: none"> <li>• Utilise pathways</li> <li>• Schedule a call</li> </ul>
Kerry - Trial Proposal = google form relates to dollars handbook / captured in database to map trends.	All within the room agreed to trial. TimeFrame: Link to be sent next week to trial.
Reimbursements	Payment on the Monday fortnight / alternative to Payrun week. Can be submitted anytime.
Gsuite	Jeder Domain to access google docs / being completed with Leigh (IT). This will become part of On Boarding Process.
Allowable expenses	Processes - dollars handbook / sheet with Dollars Jedi. Process around and how it fits with Salary Sacrificing. Reimbursement Form - regulated by ATO - no limit, as long as money in bucket. Only if on the list - Allowable Expense form needs to come with correct receipts. EG Booking flights online Sara can only process if has ABN / Tax Receipt

Other Fringe Benefits	Information has been sourced and is currently a work in process. Dollar handbook to be updated. Computers / Phones - one per year.
Salary Sacrifice: Processes?	Length of time for cards to come back - Waiting on the bank. Michelle - has a post office box, if someone is applying for card notify Michelle via email. Changes are currently happening with changes of address.
Dropbox	Same price to purchase personally as through company. Concern re not everyone using it, Dropbox is paid annually 2,500 p/a. Dee : Discussion to set up a date, transfer to g suite - Tech Trinity, confidence with using G Suite. Intention to support people to become comfortable with g suite. Tech Trinity: Dee to identify who is confident with each Tech and link together. Sara suggested that we utilise what resources we already have eg Google has youtube clips showing how to use
SLACK: Cost, automatic payment.	Kerry will investigate Decision: Slack will be cancelled.

## Website: Action

- Michaela will talk to Leigh (about?)
- Sara: On boarding conversation - would like to be involved.
- Kerry- being involved in the onboarding process will also help out with information.

## Aleks summary:

- Culture and relationship building being taken over to the Culture Jedi
- Weekly culture meetings where members have to be involved at least once a month and host a couple of times a year
- Brett and Dee proposal

## Admin summary:

- Formulated a Budget - in G SUITE for 2019-20. Surplus of approx \$13 000  
<https://docs.google.com/spreadsheets/d/1Be74EWfw0TiO14Nu19yB9IM8zK9WZ1URNysIsouEMHY/edit>
- Growth predicted, breakdown of where 15% goes.
- Admin perspective and feedback encouraged to put forward

## Member Contributions (percentage):

- Started convo on Loomio, currently stuck.
- Overview: Kerry placed question regarding projects that run at lost / deficit.
- Proposal minimum 250 dollar admin, morphed into different conversation, NDIS set.
- 15% for grant,
- Invoice expenses to reimbursement.
- Example ballina AOH, broke even and no one was paid
- Who actually pays for it?
- Dee past example 300 (Flights, Accommodation and Fee at 100 each) 15% of the three hundred - now understanding only 15% on Facilitation and the flight and accommodation becomes a reimbursement.

*Across the Board input and representation is required for further discussion - the Dollars Jedi could suggest a mini Jedi for this discussion and tap specific people on the shoulder to be involved and increase the cross referencing of people.*

## The Language of Spaces - Hosted by Michaela.

Michaela took us through the Language of Spaces. All information can be found in the Gathering folder in GSuite – pathway: **Jeder Membership -> Gatherings -> All Member Gatherings -> May 2019 -> Teachings**



## Left Over Talk:

What's left? We clustered the remaining Flow items/elements and had a discussion about what to focus on next, due to people leaving early on the Friday. We had a discussion about how Rapid Discussion Rounds could occur on Loomio and then clustered the remaining ideas/themes.

## Tripping: Future Actions

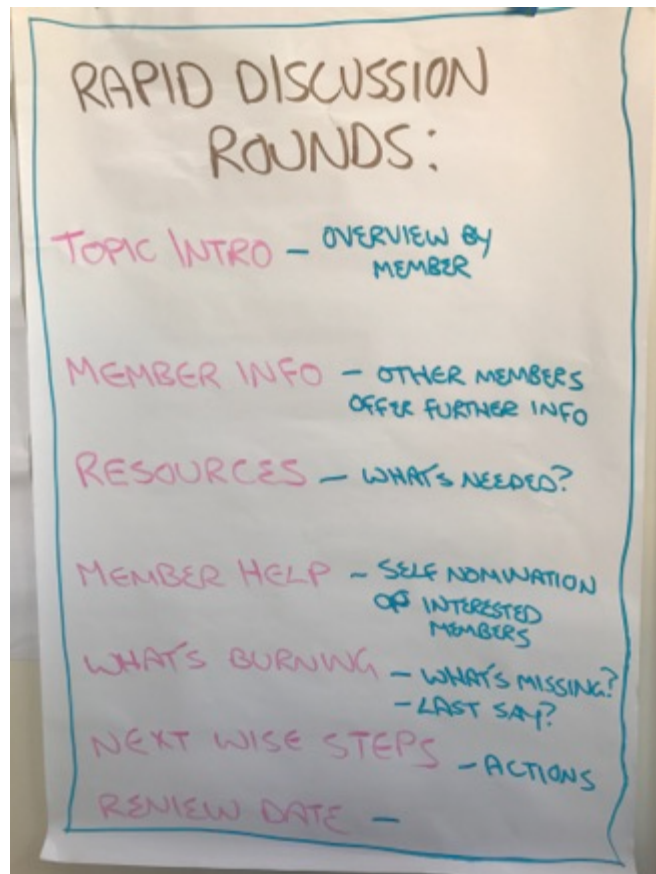
We named our future visioning space, Tripping! Dee offered a "3-6-9" framework for moving towards our next wise steps and spoke about how we could tie it into updating our business plan and informing our governance framework. Everyone present agreed and the items listed were grouped into do-able 3, 6 and 9 months timeframes.





## Rapid Discussion Rounds (RDR):

RDR was a process developed when we had many left over actions after a Gathering. The purpose is to get rapid responses for action.



The process:

First step: A member who had the energy and knowledge about a topic briefly introduces the particular topic

Rounds:

- Other members offer any further info they know about or think might be needed
- A round of what resources that might be needed is offered
- Members who want to help put themselves forward step up
- A round of "what's burning?" i.e. is there anything that someone feels they MUST add?
- What's the next wise steps to move this forward?
- Agree on a review date

It was agreed that the Rapid Discussion Rounds process would be held to work through the items to determine next wise steps and actions. The group would work on the questions to create proposals that would then be uploaded onto Loomio for a trial of an on-line Rapid Response Process. We trialled one before ending the day.

### 3 Months Cluster:

#### 1. Ideas for the Future

Overview by Member - Mic. We've bedded down COS and BIS work, still forming a lot of things we have skills and abilities in which we aren't doing yet, eg workshops. Need to gather together these ideas for future work and start working on them eg Capacity Building Workshops, CoS Training.

#### Clarifying Questions:

- Meredith - timeframes?
- Brett - how broad is the work we are looking at doing?
- Aleks - what informs the need to apply that idea into reality, what's the need?
- Ray - will this be completed within 3 months?
- Jason - how broad, how far we'd like to go and don't want to see it just related to NDIS world? Include Co-Bu membership

Mic - what do you mean by far - Jason - geographically.

Broad = the sky's the limit. Mic currently has so much stuff that can be done, eg relationship circles, sexual health workshops, anatomically correct dolls. Which links into the needs of people, so maybe we need a geographically survey to see what each area needs.

Timeframes = a bank of trainings is already in Dropbox. We need to develop a train the trainer flow so people feel confident in training it, who's a bit more experienced or confident and then pass on these skills to others. We can collect the ideas within 3 months, but pulling it together in a deliverable will probably need 6 months.

Mic is busting to do this and wants to move away from Support Co-ordination. For her personally, post-audit the next 6 months will be focused on getting these units together. The reason why this shouldn't be NDIS related, Mic has seen other practices, eg Person Centred Practices, which is most valuable to others and need to determine what is marketable in the corporate world. Look at marketing to the corporate world a personal planning/life coaching program, which will take more time to build a client base, as opposed to the NDIS space which is a captive audience at this point.

Is there a need to review the introduction? Mic to look at the Harvest and possibly tweak if needed.

**ACTION BY: Michaela to consider the question and review before posting on Loomio**

## Clarifying Questions on Mics Response

Jason - let's not just think about the training, but what other options are out there. In terms of marketability, we need to start consciously thinking about it.

Meredith - wanting clarification on training calendars.

Mic's Response:

Calendar - The idea has been around for a few years. This won't be done in 3 months, more like 6 months to be completed. Other options - Not just about training. Mapping ideas has been trialled, these are the kinds of things that can be considered, like Top 100.

## Check Out:

What is the most powerful reflection that you have for Day 2?



- Brett - the Languages of Space activity allowed me to look at the “shit on the liver” that I have and allowed me to look at things from others points of view. Thank you.
- Jason - the Admin! The recognition and appreciation of the work they day and how we can mend some of the tensions between Admin and other sections of Jedar.
- Mic - Ditto about the Admin. Feels good to be thinking about the relationships and the ideas that have come up and how that will affect the relationships as well. Very exciting. The other thing that I'm really feeling, is a beautiful openness and honesty in the room, a real comfort, that no one is holding back and that everyone is being themselves and this has a real reflection on our culture.

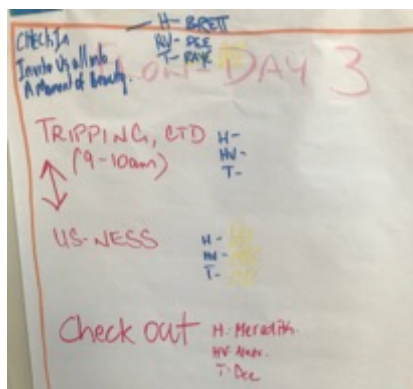
- Ray - really liking that we are changing processes as we go. The flexibility within the processes and that we aren't stuck in a structure.
- Dee - my toilet sessions!! The personal reflection of after almost 20 years of doing this it feels like I'm shifting that I'm moving to a next level, something, something, but I don't know what the fuck it is. But I'm making shit up as I go. This terrifies others, but I'm enjoying making it up. I firmly believe that I'm only at this place because of others in the room, because I'm in a safe space. It feels really generous and lovely. And another on a broader reflection was the Language of Spaces. Can see how to use this in the work that I do and personal space.
- Aleks - Ditto with the Admin team. Good to see the faces of the girls. They have some quality, listening to them you can see their motivation. I got a guide vibe from them. Their good intentions. Just had a reflection that I was breaking the rules and I felt bad. Although it was taken as a joke, I did reflect on my actions but didn't feel judged. I'm learning a lot by observing.
- Meredith - Agree about the Admin good to brainstorm about the ideas and that Ray acknowledged that she was uncomfortable and that we had been negative and that there is some good stuff going on. Good to hear from the Admin team on what they need. In a respectful place, appreciating people's authenticity, rawness and contributions. Really nice to do things differently and organically without having to be in a structure. One of the things I love about Jeder.
- Lynn - reflection on how I shut down when in a group and others speak over the top of me. Need to consider why I do this. Is it a faulty filter or a reflection of interactions with others.





## DAY THREE

We started off with a rainy, very calm morning. Raye, Lynn and Brett were leaving at 10.00am to catch flights and we still had quite a bit of work to do.



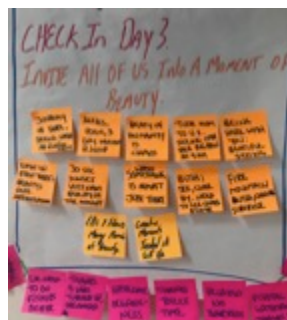
### Check in:

Invite all of us into a moment of beauty!!

Host - Brett

Harvest/Transcribe – Dee

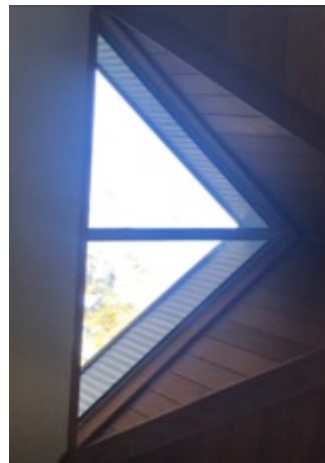
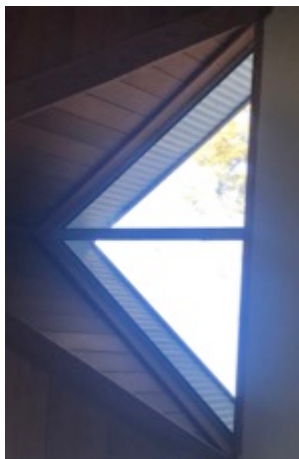
- Journey of hope - seeing needs as fulfillment
- Even in pain there's beauty; different appreciation
- Poem shared from 3 day mexican relationship
- 30 second sunset vietnam; moment of beauty
- Ebbs and flow; many moments of beauty
- Creative moments; tidied itself up
- When something is "almost just there"
- Beauty of humanity is chaos
- Took mum to UK; seeing her face when she saw Big Ben at 9am
- Bush; see, close by, need to see chaos better
- Fire mountain; bush, colours, sunrise
- Being here with you; beautiful setting



## Us-ness Conversation:

Host - Dee  
Harvest - Mic  
Transcribe - Mic

*Us-ness was used to describe who we are, as a unique organisation with uniquely skilled individuals who are passionate, innovative and willing to experiment.*



Sticky notes: Us-ness, Buy in for Jedi's, Member engagement, team - connection, knowing Jeder staff, leave (self care), internal support, Define a good member, Culture Jedi - 4-fold, Ask.Ask.Ask!, Face to Face members convo's, members contact me for "how to," task / gift sharing (P&P), Build relationships, develop processes 4 task sharing, bored recommendation, shared tasks-membership, share my tasks with membership, Call creative Jedi, step up e.g. NDIS rego needs a driver, Friday check-in on FB group, Bored report

- Brett: discussed lack of participation in Jedi's from members and not knowing other members and staff, have seen their names
- Lynn: need to be more organised for taking time off, we need time off, we need to look after ourselves.
- Mic: described how Yvonne has taken 5 weeks off and distributed her participants to the Sydney membership and gave an overview of that participant's needs, how & when to connect, what to watch out for.
- Dee: Brett and Dee will be putting up a proposal regarding the culture Jedi and weekly zooms, distributing hosting role across the whole membership

- Meredith: has worked with a participant and their team around self care. Would love to share that with the membership.
- Brett: send ideas for self care to Brett to start a file.
- Dee: proposal - November gathering, make it 5 days to include AoH training. Q&A - AoH will be open to the public, must be in a place that is easily accessible by transport, we need to have it where majority of people are so people are more likely to attend. Members have options to attend one or the other or both. Dates set to 11-15 November - AoH first 11-13 Nov - Design team in on 10.11. Jeder Gathering is 14-15 Nov - with the last evening to sleep over leaving 16.11.
- Brett: will research a venue in Sydney, Mic will liaise with Brett to ensure the venue is cost effective, accessible and meets the need.

## *All Gatherings are to be organised out of the Membership Jedi.*

- Aleks: this gathering has helped me to know how to / when and be more a part of the organisation and where I can be helpful. Believe that what we practice in Jeder will affect my personal life. Be that change you want to see. I have the opportunity to do that more often by being involved in Jeder
- Mic: Excited at the opportunity of admin / IT doing the onboarding will create a different culture between the membership and the back end. Hoping the Culture Jedi will be the facilitator of more participation in Jedi's, NDIS registration. Frustrated at driving a small group of people to do the lion's share of the work to get us through audit.
- Jason: Still need to define when the leaving conversations need to happen and what is the content of the leaving conversation

### **Proposal / Discussion:**

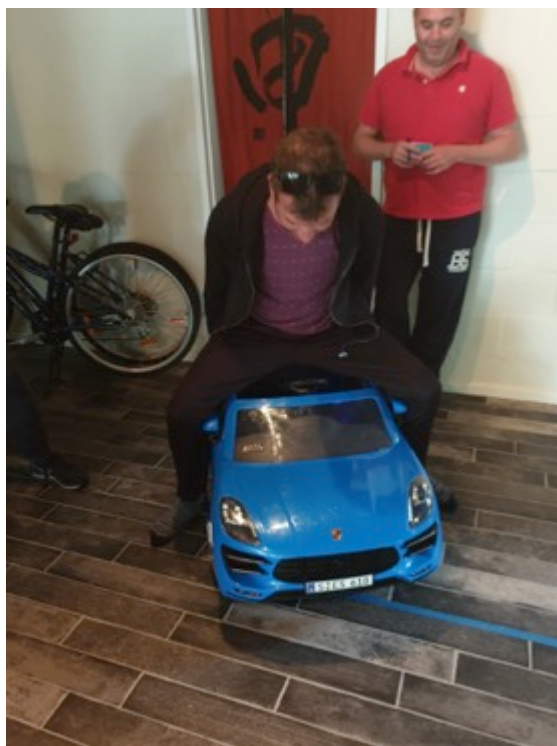
Use KanBan for all Dingoes / Actions that come out of the gatherings, put into Jedi themes then the Jedi picks them up to follow up or action. From the Jedi's responsibility to feed to membership and outcomes to board. KanBans also to be used for organising gatherings.

### **Jedi Hosts:**

- \$ - Kerry
- Risk - Jason
- Culture - Brett
- Membership (including new Creative Jedi) - Dee
- Continuous Improvement - Mic
- Active Teams - CoBu Jedi
- FNC CoSsie Convo - Lyn

## Full Circle Leadership by Alanna Irving - Hosted by Michaela

Michaela walked members through the Full Circle Leadership process and debriefed their insights. Slides have been added to Gathering folder in GSuite – pathway: **Jeder Membership -> Gatherings -> All Member Gatherings -> May 2019 -> Teachings**



## Tripping Continued...

Host - Jason

Harvest - Dee

Transcribe - Dee

### Rapid Discussion Rounds:

#### 6 Months Cluster:

Topic intro: Stories, bigger, better, best; not losing what we have done; our story

- Important to reflect and look back on where we have come from; turn, look back, learn from those lessons to help move forward to where we want to be
- Everybody wants our org to be bigger, better and the best; what does that look like?
- Documenting process for data collection and measuring outcomes

Member info:

- What could it look like? What questions do we ask when in service to people that would gather that data?
- Good record of our harvest practices already - need to look at the quality of supports or changes - how do we capture people's progress?
- Why do we need to measure it?
- Are we the best people to measure out outcomes?
- Needs to be across different formats for different types of people

Resources:

- Appreciative Inquiry triads
- Collective Story Harvest
- Dee as a resource for story collecting
- What are our existing measurement tools?
- Qual and quan - RBA?

**Action: Jason will take to Loomio**

Topic intro: sharing of our gifts and workshops; to be able to deliver what we've developed and to share them

- Training workshops
- Sharing
- How?

Member info:

- Collecting and sharing the gifts of the membership; we collect them on induction and need to action them
- Gifts of the org to the wider community
- Tap into CoBu's existing frameworks to collect this
- Jeder are well known for the good work that we do; how do we share that?
- Gifts and strengths on website – including what processes we use and share with

Resources:

- Aleks as a resource to develop this
- CoBu frameworks
- Jeder processes and approaches; we walk our talk together - need to walk our talk on each individual member
- Gifts and Needs market - partnership with PGI
- One page profile

**Action: Dee will invite Michelle to host this discussion on Loomio with the support of Meredith and Lynn**



## 9 months

Topic intro: historically, we have done it; now, how do we blend better? What are the gifts and talents to share across the org? How do we intentionally do that? Small steps to go big

### Member info:

- An individual's desire to create something else
- Maybe they already have something else and this is where they will be supported
- Included on website?
- Importance of starting slow
- Also like to go big
- Timeframes; back to our calendar - is it something one person is driving, updating all the time?
- Sharing our gifts become available?
- Dee already blends everything; when we get to this point where we can re-develop those again - it's where we can be known for
- Blends at 9 month mark sits well - 3 months discussion, 6 months gifts and looking outward, 9 months blends
- Global reputation is already happening too
- Love to see us advance the CoS space does this "the Jeder way"
- Already have great CoS reputation
- CoBu can teach blends to others - put on our calendar?
- Need an understanding of the foundations of a model before blending
- Do we have somewhere to document all the blends, where are they kept, what are they and can it be on the website?

### Resources:

- Community Co-Design at November's Art of Hosting training and Jeder Gathering
- A statement explaining that journey where blending has improved the practice
  - Encouragement to continue blending when the opportunity arises - where something can be blended into the existing practice

**Action: Dee to take to Loomio**

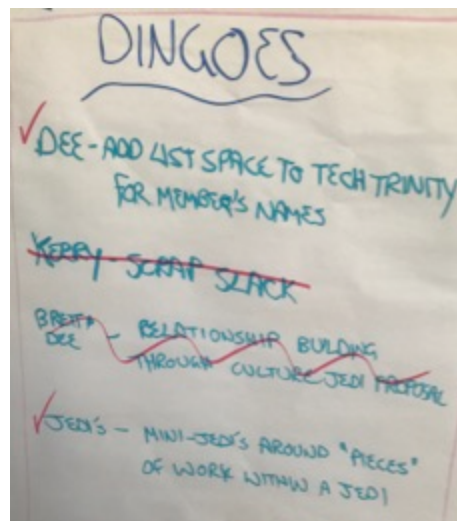
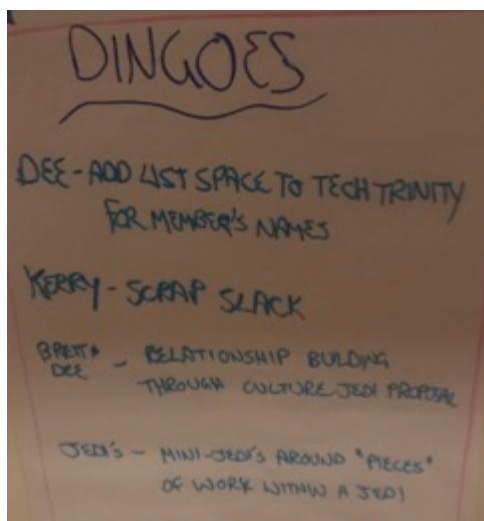
## Actions to allocate to individuals or Jedis:

ACTIONS	INDIVIDUAL(S)	JEDI
Define good member (this?)	Aleks and Lynn	Membership
Contact Michael at Loomio to discuss functionality	Dee	Governance
A statement explaining that journey where blending has improved the practice	Dee	Culture

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The Bored Report	Jason	Governance
The 15% admin discussion could be taken to the Dollars Jedi and create a mini Jedi for this discussion and tap specific people on the shoulder to be involved and increase the cross referencing of people	Kerry	\$Jedi
Flow chart for communication between members, Jedi's and The Bored	Kerry?	Jedi AF
Acknowledged tension between admin and members; ask admin to support the creation of communication document	Jason	Jedi AF & Governance
Training on backend conversations with Leigh	Mic	Governance
Compare governance handbook and Jeder handbook to review to ensure no double ups	Aleks	Governance
Write up Rapid Discussion Rounds process	Dee	Membership
IT streamlining process; website, profiles, skills audit, update, maintain, server, emails, link to GSuite	Dee to Leigh	Jedi AF
Members requested training on how to use the back-end of the website - members need an explanation and function description of 'back-end'	Leigh	Jedi AF
Risk management flow chart	Jason	Governance
Incident report; are they reportable incidents?	Jason	Governance
NDIS coaches meeting actions	Mic and Jason	NDIS
Scrap Slack	Kerry	Jedi AF
Presentation of the Jedi process to the Coaches so it can then be fed back to regional COSSIE meetings	Dee	Governance
Send final November Gathering and AoH dates to membership: <ul style="list-style-type: none"> <li>• Design day 10th</li> <li>• AoH training 11-13th</li> <li>• Gathering 14-15th</li> </ul>	Dee	Membership
Dingoes:	Mic to add to	Governance

<p>Improved processes to go to continuous improvement register and actioned:</p> <ul style="list-style-type: none"> <li>Tech Trinity doc to have a space for member's to add their name according to their level of confidence with the relevant platform - Dee</li> <li>Jedi's - mini-Jedi's around "pieces of work" within a Jedi to take to Jedi lead discussion - Dee</li> <li>Friday check-in now on FB group - Meredith</li> <li>May Gathering Harvest actions to be grouped on Kanban - Dee</li> <li>Contact potential leads or hosts; naming, Kaban, support, Pod?, requirements - Dee</li> <li>Add timeframe to "how to" Jedi document - Dee</li> <li>Cossie checklist and welcome pack update - Meredith on Loomio</li> <li>Write up how the Rapid Discussion Rounds spawned the Rapid Response Process for Loomio - Dee</li> <li>2 new processes - also write them up; the Process Process and 3/6/9 docs - Dee</li> <li>All Gatherings are to be organised out of the Membership Jedi</li> </ul>	register	Membership
	Dee	
	Dee Meredith	
	Dee	
	Dee	
	Dee	
	Meredith	
	Dee Dee	





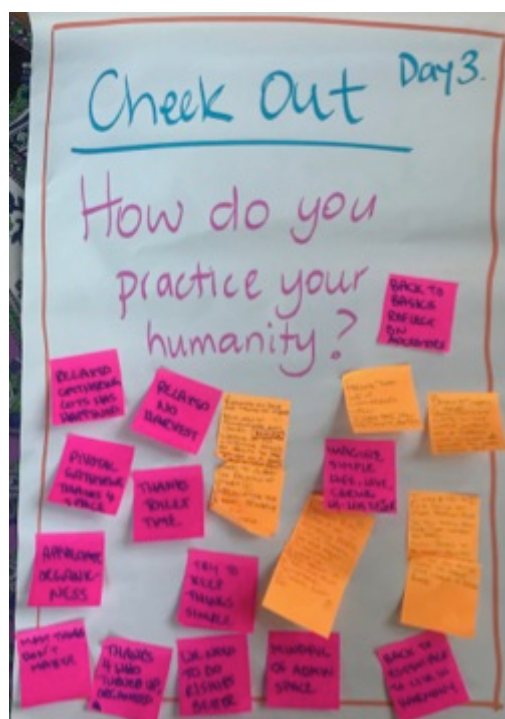
## Check-out:

Host - Meredith  
Harvest - Aleks  
Transcriber - Dee

For our final check-out, Meredith chose a card from the Flow Game which invited us to respond to the question:

### How do you practice your humanity?

- Back to Basics - reflect on ancestors
- Being a bit cheeky, moved from crankiest cunts in the whole world to a person who waves and smiles at cars passing by
- Feeling that we've converged well
- Imagine simple life, love, caring with less ext. Input
- I wave and try to put a smile on other peoples face. You all know how good that makes you feel. Allow people to be themselves, be inspired by others, we can all do more to make the world a better place.
- Back to essentials to live in harmony
- Everyday, Facebook posts..... Giving a lot to homeless people, little thing, pay for the next customer, I have to think about it. I try and find something, 1 thing everyday.
- Reflecting on self and trying to improve, being able to acknowledge own issues. BRAVER. Working on my listening skills. An ability to say "I'm not in a good place to talk now." Supporting the decisions of others, appreciating the planet, spaces and people - Beautiful
- Thanks for who turned up organised
- Most things don't matter
- Appreciate the organic-ness
- Pivotal gathering, thanks for the space
- Relaxed gathering - lots has happened
- Relaxed - no harvest
- Thanks toilet time
- Try to keep things simple
- Simple things make me a better human
- We need to do relationships better
- Mindful of admin space





It was interesting to note that 90% of the actions resulting from the Gathering were allocated to those who were present. This was no huge surprise although, we all decided that it was worth considering how we disperse actions better, in the future - a topic for November!

After a huge week of work, discussions, deep connections and loads of laughter and fun, we all said goodbye and left The Pod with the ideas of future visioning pointing us down the road towards “story / sharing / telling” for the next Gathering in November!

**Key November Topics: dispersed actions, Harvesting, story, shapes / patterns**

