



## Hosting a CFM Meeting

We recommend sharing the guidelines on the front and back of this sheet with all of your members each year; they could be read out loud at the beginning of the first meeting each year and then re-read whenever new members join.

- \* Read through the lesson and decide how you'll share the leadership. Get any needed materials together. You might want to find a special prayer or song to set the mood for the meeting.
- \* Call or email the members of the group 3 or 4 days before the meeting, give directions, encourage them to prepare their observes and report on actions in preparation for the meeting.
- \* Involve your entire family in preparing for the meeting and greeting guests.
- \* Start on time and end on time. Remember the social time after the discussion is also important for the building of community...and enjoyable!
- \* Be aware of time. It is important to complete the OBSERVE, JUDGE and ACT sections for a good CFM meeting. If the group spends too much time on one question, help everyone to get back on track. Decide which of the remaining questions need to be discussed. Keep things moving.
- \* CFM uses OPEN SHARING for discussion... leave the response open to the group. Let the group know that no one is required to answer any specific questions addressed to them. People can "pass" without answering if they do not wish to share.
- \* **Don't be afraid of silence.** People often need time to organize their thoughts before they respond. Allow this to happen. However, it is also important to recognize when to rephrase a question or move on.
- \* Try to stick to the questions. If a really good side discussion happens, encourage people to continue it during social time.
- \* Encourage couples to **take action** and make their **observations** between meetings. These are the things that actually help us **LIVE OUT** what we talk about.



## CFM Group Agreement

We are here to help and support each other!  
In order for this to happen, this must be a safe and comfortable place,  
and responsibility for the group must be shared.

The following guidelines help foster this kind of spirit among us.

1. Confidentiality is essential. Anything said here will remain here.
2. A good listener never interrupts the person who is speaking. Listen with an open mind. Realize and respect that each person sees life from a unique perspective.
3. A good listener does not try to “fix” the situation.
4. Everyone is encouraged to participate to the extent that they wish. Be aware of our limited time frame, however, and allow time for all to share. If a person has a “heavy heart” and needs extra time, we will let the Spirit guide us.
5. Respect each one’s journey of faith. Growth is different for each person. Change and transformation come in many ways!
6. Respect everyone in the group by letting the host know when you will be unable to attend. Attendance at meetings is important in building trust and community.
7. Many groups have a lead couple or team of couples that take responsibility for organizing the group for the year. Support these couples! Make communication with your family easy and help out where you can with social activities, outreach, and promotion of CFM. Consider taking on the role of lead couple for a year or two. Many groups find that rotating leadership responsibilities meets the needs of all families.