

In a *Tactical Meeting*, *Circle Members* bring *Agenda Items* to address *Tensions* they feel while working in their *Roles* towards the circle's *Purpose*. *Checklist Items*, *Metrics*, and *Projects* are reviewed.

To address *Tensions*, people request information, share information, request projects or actions, and ask the Circle Lead to update the roles. The result of the meeting is new *Projects*, *Actions*, *Changes to Roles*, and new *Tensions*.

Outside of tactical meetings, people perform their roles' accountabilities and work on projects by prioritizing and taking actions. Anything that happens in a tactical meeting can be done outside of a tactical meeting.



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## Tactical Meeting

A tactical meeting is a regular meeting of a circle, usually 1x/week. The purpose is to...

- ...ensure alignment with the goals and purpose of the team.

- ...surface information relevant the work of the circle and its roles.

- ...remove barriers to anyone's work with the full support of the team behind them.

- ...highlight how the circle can change to address changes in environment.