

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.