Someone please take meeting notes and upload to our GitHub Repo Wiki (<https://github.com/livecoders/Wiki>) or email to [christina@livecoders.dev](mailto:christina@livecoders.dev).

Someone please record the video meeting for our YouTube Playlist for Meetings (<https://youtube.com/playlist?list=PLmB0V-0bvpclbsxnMhOgB8PLenDFJlRfS>) or email to [christina@livecoders.dev](mailto:christina@livecoders.dev))

Meeting Type:

Date/Time:

Time:

Who Attended and what’s their preferred contact method (Discord DM, email, Twitter DM, etc.):

1. ?
2. ?
3. ?

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Agenda:

1. Brainstorm goals for 2021, then survey the team for input. Goals for the year should support The Live Coders' core values: Learning, Teaching, and Mentoring to make live-streaming approachable to a wider, more diverse range of technologists.
2. Set a recurring monthly date/time to have a recorded meeting.

**Process for adopting new policies:**

1. The Task Force comes up with proposed changes/events/concepts.

2. The Task Force uploads this document to a GitHub repo.

3. The Task Force announces to the group -- saying "this is open for comment untill [2 weeks from now]"

4. Team Members raise issues via GitHub issues.

5. The Task Force meets with Leadership Committee and Founder after open comment time is complete, and discusses which issues were pertinent and need to be addressed.

6. Adjustments are made, project launched, event managed, and issues are resolved. One meeting is had to address any lingering concerns where committee discusses the changes, comments, etc.