

MNF2019–MeetupGroup–Program–Guide

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Purpose:

Advancing socially responsible longer-term risk assessments of future scenarios, without advocating ideologies or political activities.

Mission: To provide a forum for discussing alternative futures.

Vision: Get people to think about influencing their futures ...
Optimize "ALL-Win Trim-Tabs" teachable moments!

Values: We believe every human being shapes the future.
We respect and encourage differing world views.

Mn–Futurists Meetups are from 9:30 until Noon as follows:

Meetup Outreach & Program (MOP) Committee Assignments:

1st Saturday Jason

2nd Saturday Brian Toren

3rd Saturday HTom Trites (**Wildcards**)

4th Saturday Hank Lederer

5th Saturday Bill Weir (**Quarterly**)

MOP Members promotes meetup programs Using **Top-3 framing questions/issues** –

Online Meetup Group Event Abstracts/Blurbs result from interacting with an invited speaker.

This should be done about a month before your scheduled meetup group session.

What-IF? / Why-NOT? / What-NEXT? / What-NOW? / IF-Only Optimizing?

Also see: [MNF2019-MeetupGroup-Program-Glossary](#)

9:30

- Coffee and pastries' available
- Audio-visual equipment setup (**with checklist**)
(Jason handles video projector plus speakers)
- Self-introductions & **donations reminder**
- **Future NEWS Outlook** (Hot Topics / Random Bits) Items shared
- Circulate **guest registration** form (**How used to help engage prospects?**)

Shorten the duration of shared **NEWS** whenever self-introductions expand ...

10:00 Presentation and discussion, this can also vary based on circumstances.

Facilitator distributes blank challenge question and program feedback forms.

Moderator introduces topic plus speaker or individual panel members

11:15 FutureThought Mini-Tutorial **with TIPS, Tricks & Traps (to AVOID?)**

11:30 **Breakout conversation** among attendees and speakers

Facilitator collects materials for visual aids, handouts, etc. and prepares forms for question submission & critique –

Forms and questionnaires are the responsibility of the speaker if they have any.

12:00 Weekly meetup participants adjourn to an optional off-site eatery

Meetup discussion programs are 30-45 minutes plus a **trailing discussion period curtailed at 11:15**.

The last half-hour enables a conversation period and time to meet quest speaker should there be one

The following is a update of VIPanel guidelines, shared by Bob-RJ Burkhart

Brian Toren adapted them to align with ongoing interdisciplinary discussions.

[A] Rank weekly topics that may benefit from our collective **S-T-E-P-S** perspectives

(**S**)ocial / (**T**)echnical / (**E**)thical / (**P**)olitical / (**S**)ustainable ... [StoryTrek](#)

[B] Select both a weekly program moderator and optional facilitator/timer.

If the presenter is one of our MOP Committee members, they will select a moderator.

If the presenter is invited the person who invited the speaker becomes the moderator

[C] Recruit Subject Matter Experts (**SME**) willing to openly share experiences, opinions, and lessons relearned.

The freely shared collaborative Knowledge, Skills & Abilities (KSA) of participants comprise our virtual panel.

[D] Pre-convene with the **SMEs**, Moderator, and Facilitator (**VIP Panel**) before any group presentation

This informal session is facilitated by the **MOP Member** responsible for their VIPanel Program:

Goals for this preliminary meeting include:

1. Acquaint **VIP Panel** co-presenters with each other
2. Generate three **framing questions** on program topic for pre-publicity.
3. Agree who prepares their initial response for each framing question

[E] Our invited **SME** determines if **clarifying questions** are welcome during or after their initial presentation.

1. Moderator determines time and guidelines for additional comments. (**Discourage presumptive assertions**)
2. Following primary response – in futurists presentations, questions and responses come from attendees.
3. The moderator limits program time allowed for this piggy-back interchange of diverse perspectives.

[F] **Establish protocol guidelines for weekly meetups:**

Reconfirm time limits for actual/panel presentation -

45 minutes to one hour (longer if participants agree)

1. Determine audience participation procedures & protocols -
2. Limit initial briefing questions to **clarification** – See [E-1] above
3. Participant submission of preliminary vs. spontaneous questions –
4. Plan a brief break before sharing audience insights/comments - Whenever videotaped

[G] Arrange for a platform, microphone(s), table skirting to ensure panelists are appropriately visible -

Applies whenever integrating optional Tele-Conferencing or Skype-WiFi Networking functions.

AV Equipment Checklist

1 EPSON PROJECTOR with power cord.

1 Remote control, instruction booklet, CD for EPSON PROJECTOR.

1 Mystery adapter cord for EPSON PROJECTOR. function:UNKNOWN

3 VGA cords, 1 primary 2 backup. I find these free all over.

it would be nice to get a double female connector to string two together.

I will keep my eye open for a free one.

1 omni-directional microphone, for future virtual attendance setup.

2 HDMI cords. I bought a 6ft one on black friday for \$3 as a secondary backup

1 Bluetooth light up speaker you can connect directly to a device with cord. Another black friday find.

1 charging cord and AC adapter for Bluetooth speaker. I try to keep a full charge in the speakers battery each week before presentation.

1 extension cord, blue about 5' with 6 port surge protector.

ADAPTERS

1 Apple Lightning to VGA

1 Apple Lightning to HDMI

1 USB type C to HDMI or USB

1 HDMI to ??? unknown

*Note, we also have additional Bluetooth speakers on standby.

Hank may have a spare bulb for EPSON PROJECTOR. (size: unknown)