

FACILITATOR COMMUNICATION TOOL

Name	Date
Parish/Parishes	Location

Meeting Overview

1. Key points or agenda for the meeting were:
2. Brief summary of the meeting:
3. Support that could be offered at this point: (for facilitator, council or pastor)
4. Anticipated next steps:
5. Additional thoughts and suggestions: (please share the type of listening (survey, small groups, community meeting, appreciative inquiry) that was discussed or is anticipated).

Please email this form to the Office of Parish Life at pastoralplanning@dioceseofscranton.org