



How to Build a Family Giving Meeting Agenda

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The
Signatry 

Family meetings are a foundational piece to maintain connection in your family. Giving meetings, in whatever rhythm you choose to implement, will help your family stay engaged in generosity together.

A successful meeting is often guided by an agenda; a family giving meeting is the same. This outline is one way to structure your meeting, keeping it focused and on track. The framework may feel stiff or forced at first, but it will provide clarity that maximizes your time and creates an encouraging environment. As you build the habit of meeting regularly, you will refine the format to work best for you.



Pre-Meeting

Set the Stage

Set expectations for the meeting beforehand. Plan to share an agenda ahead of the meeting time, allowing family members to review and prepare. You can find a sample agenda at the end of this guide.

Integrate an Activity

We have found that families who incorporate some kind of activity into the meeting time find greater engagement and enjoyment. This can be a service project, a fun outside activity, or even a short trip. Decide what's best for your family and plan ahead accordingly.

Consecrate

Set your Minds and Hearts

Prayer is focusing and reminds all family members why you are gathered. If you have a family prayer you pray corporately, include that as part of this time. We encourage you to dedicate a portion of this prayer time to seek God's wisdom and counsel as you commit this time.

(Re)-Educate

Mission, Vision, and Values

Your established family mission, vision, and values might not be something everyone thinks about every day—at least, not yet. Review these elements every time you meet. It will set the tone of the meeting by reminding every participant who you are as a family.

Connect and Learn More

This is a point where you can add some training or education. Perhaps you want to share a new personality test, a new communication method, etc. Take the opportunity to learn more about each other and how you can effectively engage with one another.



Celebrate

Honor and Rejoice

Don't jump into the business at hand without looking back at what you've already done. Celebrate personal accomplishments, joys, and family work. Review your generosity in the last year and the impact it has made. Taking a moment to appreciate your achievements together will probably make you feel more excited about what is to come.





Facilitate

Get to Work

This is the “meat” of the meeting, the work you’ve been building toward. Typically, this is where families cover any or all of the following topics:

- Discuss giving opportunities for the upcoming cycle.
- Revisit strategic goals.
- Introduce new initiatives.
- Evaluate progress on your overall generosity plan.

Stay on Track

Consider creating rules to guide and guard your conversation and avoid distraction. These guidelines could include:

- Allow everyone to have a voice—stick to the current topic until everyone has shared.
- Listen to each other—no interrupting.
- Seek to understand others’ perspectives.
- Don’t bring up unrelated issues or disagreements.

Referring back to the family mission, vision, and values may be helpful to steer conversation.

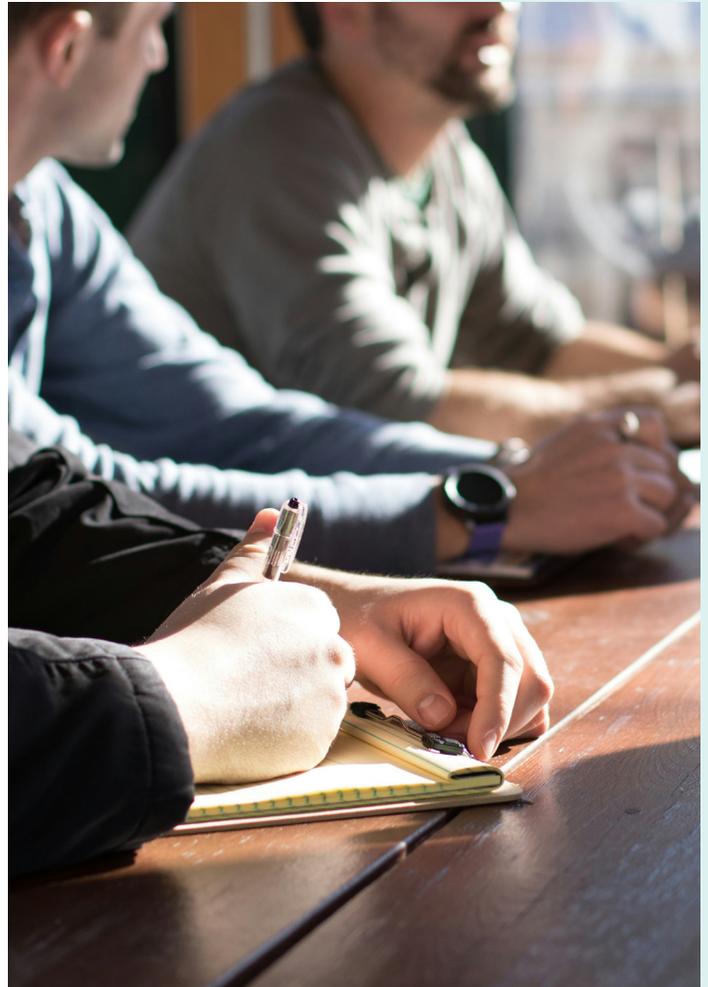
Activate

Move it Forward

Determine what actions need to be taken as a result of the discussion time. Outline next steps for each of the decisions you made. Delegate where possible to ensure those who want to take ownership have the opportunity to do so.

Motivate

As the family meeting time closes, remind each other that the work doesn't stop here. Encourage family members to engage in their communities and causes they care about. Invite people to share their involvement or passions in a family group text or email thread. Look for ways to motivate others to use this meeting time as a launching pad toward their individual generosity and discovery.



Top Tips for Family Meetings:

Be flexible.

Set reasonable expectations and plan for things to not go according to plan.

Remember, life happens.

Be sensitive to life stage. Young families, busy teenagers, or grown children in different parts of the country (or world) may impact these logistics. The family meeting is a tool for connection, so allow it to work for your family dynamic. Don't wait for the timing to be perfect, but don't allow it to fall lower and lower down the priority list, either.

Make it work for you.

The guidelines we shared are a framework, not a checklist. Determine the most important elements for your family and embrace a rhythm that works for you.

Family Meeting Agenda – Sample

1. **Warm-up activity:** Clean up neighbor's front yard together (30 min)
2. **Prayer time**
3. **Re-focus:**
 - a. Our family mission statement
 - b. Our family vision
 - c. Our family values
 - d. Learn more about each other: Take the StrengthsFinder personality test and discuss results.
 - i. How can each of our strengths be a blessing to others?
4. **Celebrate**
 - a. Graduation this month!
 - b. Mom was elected to the church council!
 - c. Read through highlights from the World Vision impact report.
 - d. Read aloud the latest letter from the child we sponsor.
5. **Get to work**
 - a. How much will we give to our church's special offering for hurricane victims this month?
 - b. How did we each meet our goal to give spontaneously at least two times this month?
 - c. Budget increase: Will we increase our monthly giving to Nonprofit A, Nonprofit B, or both?
 - d. Decide on this month's giving challenge.
6. **Action steps**
 - a. Who will contact the church about the special offering: _____
 - b. Who will contact Nonprofit B about our giving increase: _____
7. **Motivate & close**
 - a. Words of encouragement about each person