

MEETING AGENDA WORKSHEET (PCM)—For full explanation see "REQUIRED AGENDA FOR LCC MEETINGS".

-The specific timing of the agenda items listed below is based on the MINIMUM REQUIREMENT in PCM of a 2½ hour meeting. If a community has a 3-hour meeting, then the timing of the elements given below will not have to be so "exact" and there could be an option added of a 10-15 minute break.

MONTHLY COMMUNITY MEETING

Date: _____ Community Name: _____ # _____

PART ONE – COMMUNAL PRAYER (A + B = about 30 minutes)

(Opening Prayer – p. 139 in CARMEL'S CALL)

A. Liturgy of the Hours – (12-15 minutes)

Presider: _____ Reader: _____

Cantor(s): _____

B. Lectio Divina (15-20 minutes)**PART TWO – HOMEWORK FROM THE CARMELITE ORDER** (A + B = 15 minutes)**A. Communication or letters from LCO or RC****B. CARMEL'S CALL**

Start reading this month on page _____

Stopped reading this month on page _____

PART THREE – LOCAL COMMUNITY (CARMELITE) BUSINESS (about 10 minutes)

Announcements and Calendar Reminders --

- 1.
- 2.
- 3.
- 4.

Last --- Treasurer's report (summary only) --

PART FOUR – ONGOING FORMATION (1½ hours required)

Assignment for next month's ONGOING FORMATION: read pages _____

Assignments for Liturgy of the Hours for next month:

Presider: _____ Cantor(s): _____ Reader: _____

(Closing Prayer – page 141 of CARMEL'S CALL)