**Guidelines for Meeting for Worship   
with Attention to Business**

Meeting for Worship with Attention to Business provides an opportunity for Friends to practice several of our testimonies as we carry out the practical work of maintaining our faith community. We seek to be Spirit-led in our work, with as much efficiency as possible, achieving a sense of what Friends call “right order,” and so ask that you use the following guidelines.

1. When you need to speak, ask the clerk to recognize you by raising your hand.

2. To affirm something someone has said, simply nod or use the phrase, “This Friend speaks my mind.” Please don’t ask to be recognized so that you may express the same thought in other words.

3. When you speak, please stand, speak to the clerks’ table, and keep your comments to the point.

4. Friends will not generally be recognized to speak on any given issue more than once, except to acknowledge a personal change of perspective during the meeting.

5. When the recording clerk is developing a minute, sit in worship, and hold him/her in the Light. Please refrain from conversation with your neighbor.

6. When a person speaks in Meeting for Worship with Attention to Business, receive the words as you receive vocal ministry in Meeting for Worship – with an open heart and calm mind.