Writers Group for Poets

at the Willimantic Public Library

Meeting Protocol

● Bring your own copies (generally, 10) to share. The library will print your copies for you if you email your poem to: willimanticpubliclibrary@biblio.org by the day before the meeting.
● Silence cell phones.
● Assess how many people are reading by 6:15 PM and divide the time evenly.
● One person volunteers to be the timer.
● Latecomers will read last if time permits (late is defined after the initial count of readers is established).
● Listen respectfully.
● Anticipate your turn and be ready.
● Distribute half of your copies to the left and half to the right.
● Before reading your poem state your name and let everyone know if they can keep a copy of your poem and what type of feedback you’d like (none, only positive, constructive criticism).
● Limit poem to one-two pages.
● At the sound of the timer/buzzer, wind up comments.
● If you make comments on someone's poem sign your name and return poem to poet.
● If you do not have a poem of your own, you can read a poem from another poet.
● Listen, respect, encourage, support, be inspired, and have fun.

Adapted from the Meeting Protocol of the Faxon Poets of West Hartford