

# Leadership Meeting Best Practices

## Highly Self-Aware Teams



# 3 Practices for Distributed Leadership Teams

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## Start with Good News

**How:** Each person shares one recent win (business or personal – a successful client case, a team member's promotion, a personal milestone...)

- ◆ Allocate the first few minutes of the meeting
- ◆ Listen and acknowledge (avoid questions)
- ◆ Keep it brief and authentic.

**Why it works:** Opens dopamine pathways, connects the team on a humane level, serves as a mental health check, and build a positive momentum.



# Show & Tell presentations



**How:** A team member presents a best practice or success from the previous month (10-15 minutes)

- ◆ Share what worked: the approach, results, and key lessons
- ◆ Focus on making it replicable for others

**Why it works:** Spreads successful practices across the team quickly, and creates a culture of shared learning rather than siloed excellence.

## Practical Example:

<sup>1</sup> Ashiana Housing's (named 'Asia's 200 Best Under a Billion') 70 leaders meet monthly for show & tell. In one session, Pune's construction team shared how they cut kitchen build time by 6-7 days while reducing costs. Four sites immediately implemented it, saving the company a week's cash flow and improving sales speed.

SCALING UP, Mastering the Rockefeller Habits. 2.0



# Quarterly themes

**How:** Create a memorable quarterly theme aligned with your biggest priority

- ◆ Leadership asks: "*What is the single most important thing in the next 90 days?*"
- ◆ Give it a catchy name that sticks (*Ex. Life Begins at 40/Saving Mrs Ryan/Bin it*)
- ◆ Make it visible everywhere (posters, meetings, internal comms)

**Why it works:** Cuts through the noise of competing priorities, creates shared language across distributed teams.

## Practical Example:

- 2 The City Bin Co. (*Ireland's Deloitte Best Managed Company*) launched "Save Mrs. Ryan"; a quarterly theme to rescue 10,000 customers from competitors' poor service. The memorable campaign aligned their entire workforce around one mission.

“Great things in business are never done by one person.  
They’re done by a team of people.”

- Steve Jobs



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