

Circle Steward Reminders:

- Always coordinate meetings with Senshin re: calendar dates, cancelations
- Participants in Circles should also be engaged in zazen (and not just coming to the Zen Center for meetings). Roshi feels strongly about this.
- When you have transitions (entering and leaving), let Senshin know – even before new ceremonies announced. We schedule the ceremony around the transitions so we need to know the news.
- Keep track of your thank you's for the *WaterWheel*.
- Reminder to use the Circle meeting format
- Use the Gradients of Ingredients when necessary. Given to you all. Laminated copies up in the office available.