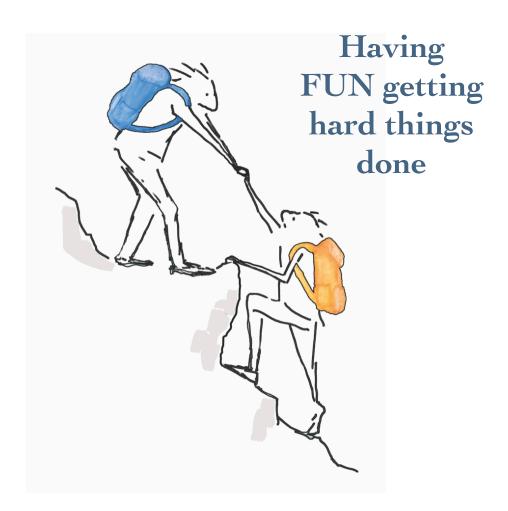
Accountabuddies



A complete guide to help you and your friends get hard, beautiful, and scary things done....

...Right in the middle of your busy life.

Accountabuddies

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Introduction:

I hate meetings. When I'm stuck at a long table and someone is droning on, I can actually feel the sands of time passing through the timer of my life. I doodle. I look at the clock. I can't wait to escape.

And those are meetings about things I'm *interested* in.

Now, wipe every boring meeting you've endured out of your mind, and imagine a meeting where

- There is a ton of laughter
- The meeting is laser focussed on helping you achieve your own personal goals big or small
- You get cheers for every step you take
- You get support and ideas when you hit obstacles
- You get to use your gifts, your own specific real ones that you love to use, to help other people who are working on their OWN goals
- Your buddies always have your back
- You feel loved and appreciated
- You are having FUN.
- In between meetings you are actually getting really hard stuff done. Beautiful, crazy, creative, and messy stuff done. And
- You are changing from "I can't" to "I can, with help."

That's an Accountabuddies meeting.

Skeptical? So was I. But I was also desperate, because I wasn't getting very far on my own.



Actual photo of me at my desk

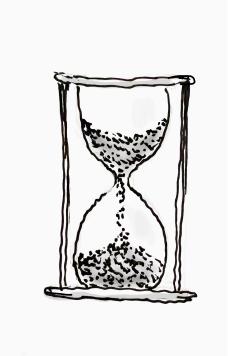
Confessions of a Perfectionist

Back in 2009, I had been toiling alone on the same manuscript for years; I had a plot and a few characters I liked, but the perfectionist in me couldn't stop re-editing it.

I tried everything to break my impasse: books on Writing (so much more fun to read than write one myself), manuals, 30day challenges....I tried just about everything EXCEPT asking for help. It seemed so shameful that I couldn't lick this by myself.

In a final act of desperation, I asked some friends if they would try an experiment: everyone would bring something hard they wanted to get done, and we'd help each other get unstuck. I had low expectations, and even lower hopes for my book.

Still, I promised brownies, and bless them, every single one showed up.



The first night, we shared our goals, goals some of us (like me) had been chasing for years. One wanted to find a way to travel for a year with her family. Another wanted to start a homemade chili ministry. Another wanted



The wonderful ones who turned up

to take an instrument she'd been given, a lap dulcimer, out of the closet and learn to play it. Another, like me, was a writer looking for accountability.

We each figured out some next step, some <u>one thing</u> we could do to get started, and committed to do it in the coming week. We figured even if the step was tiny ("just open the

closet door and LOOK at the dulcimer") it was more progress than we'd been able to make on our own.

At the second meeting, we poured through the door full of news about our steps. Abbie had phoned one piano teacher. Barb had floated the idea of a sabbatical to her husband. Linda had, in fact, peeked at the dulcimer (and then closed the door again). These small triumphs made us smile, and we realized how fun it was to have other people celebrate with us when we made progress. We chose new steps for the next week, and kept going.

Over the next couple of months we watched each one of us come unstuck. Deb drafted a sermon she always had in her. Katherine talked to her family about chili, and played around with labels. Barb researched sabbaticals overseas. I journaled about my writer's block.

When a teammate had a rough week and didn't get anything done - we were

Buddies do more than they think possible because they use the greatest resource they have...each other. all taking these steps right in the middle of our busy lives, after all - she turned up anyway. Part of this was because we had committed to be there for each other, but I also think we were just eager to hear everyone else's news. We found it hilarious that most of us took our promised steps half an hour before our weekly meeting - that is amazing power of accountability (you're going to experience this yourself)!

We learned how to rely on each others' gifts. When we hit a practical or emotional snag, we had Kim's enthusiasm, Janice's incisive reasoning, Deb's humor, Linda's warmth. And we all became closer friends, even as we were getting this hard stuff done.

Watching my friends on that first team inspired me to launch a second team, with a new bundle of friends. Would it work again?

One of my new buddies was Frances, a fun older woman I had had a couple of great conversations with around town.

Some Goals Buddies Have Achieved

- Start and maintain an exercise routine
- Clean out years worth of junk from a house (many, many buddies have done this over time)
- Make tough phone calls
- Paint the shutters
- Take up the piano (and the dulcimer, and the violin)
- Start (and MAINTAIN) a gratitude journal
- Take sabbath time every week
- Create a studio/personal workspace in a busy house
- Finish a quilt
- Write a blog for diabetics who are struggling
- Learn how to say "no" gracefully,
- Conquer my dreaded financial paperwork
- Clear out a spare room and start writing stories

Some BHAG's (Big Hairy Audacious Goals) people have achieved

- Write a book (many, many books)
- Take a day off of work each week
- Market my medical device to keep the elderly from falling
- Become a police chaplain

(Cont. next page)

In our first meeting, Frances told us for years she had been haunted by this plastic tub of bills and tax returns and official documents and memorabilia that she called her Paperwork Dragon. She kept it smack in the middle of her living room floor figuring if she tripped over it enough times she would eventually do something about it (!). The stress of the unknown had been eating away at her for years. She wanted her goal to be to get through that box, but she was scared to even start.

I told her about Linda peeking in the closet and looking at her dulcimer as a first step; so France's first step:touch the box.

When she came back the next week, it was her turn to report in. "Not only did I touch the box," she beamed. "I took off the lid!" We cheered. "And then put it right back again," she confessed.

That was OK!

That spring, as we were pursuing our own goals, we watched Frances empty out that box, one scary piece of paper at a time (when I talk about Micromovements in Chapter 4 you'll see how). Until the day she brought in the box, empty. The dragon had been slayed.

She proclaimed it a miracle. And she told us for the first time in years, she felt free to pursue her OTHER big dream, to find a artist's home for her disabled son.

Watching Frances' delight - and Emily as she sang in public for the first time, and Jackie, flying off to India to document human trafficking - lit a fire under me. What was it about having friends around? Why wasn't everyone doing this? It was free! It really worked! And we all were making new friends - CLOSE new friends because they were right in the trenches with us as we (ugh) scraped the shutters and (eek) sang in public for the first time and (YAY) finally finished that book ...(It took me three teams, but I got there!).

More Experiments

I started new Accountabuddies teams, some in churches, some with teenagers at our local high school, some at our local low-income housing development, some with friends of friends in my studio. It felt experimental and exciting. The times I didn't know what I was doing, I discovered my buddies had the gifts and wisdom we needed to figure it out together.

Along the way I picked up and experimented with a few tools and hacks to help people get unstuck, to fight procrastination and perfectionism, to get over the fear of change and get their hard goals done. (The ones that work, over and over, I have included in this manual, Chapter 4.)

Most importantly, team after team showed up with so many gifts, and so much generosity of spirit, that I learned to trust that no matter who signed up for a new team, there would be enough wisdom, practical knowledge, humor, and camaraderie to have it all work out somehow.

B.H.A.G.S (cont.)

- Create a prayer labyrinth in my backyard for the town
- Start a mobile food truck for the hungry in my town
- Become a certified Hand Therapist
- Finish what I started 40
- years ago, and get my college degree
- Become a hospice chaplain
 Write and deliver a sermon
 on generosity
- Write a book about the first year of my grandson's illness
- Launch a Kindness Day in Town
- Create a non-profit to combat human trafficking
- Write a blog for diabetics who are struggling
- Share joy and humor - by going onstage!
- Take a dream trip to Ireland (and Israel, and England)
- Walk the Camino
- Finish what I started 40 years ago, and get my college degree
- Become a hospice chaplain

Why could these regular folks get such big, hard, scary, complicated things done?

They had buddies every step of the way!

My buddies - 48 teams as of 2025 - have given me glimpses of what people can do when given just a bit of accountability and support.

Does any of this resonate with you? Where are you in life right now? Are you struggling with your own dragon? Do you have gifts you long to use? Could you use some support to get hard things done?

Accountabuddies really works, not just for the strong, the rich, and the energetic, but for people who are up to their ears in work, don't have a lot of money, who may not think they are particularly gifted, and who have a hard time getting new, scary things done (i.e. pretty much all of us.)

In this guide I'm going to give you everything you need to start a team of your own, a team where you and your friends are going to get hard, important stuff done -and have FUN doing it.

Welcome to the adventure!

Chapter 1: Accountabuddies Nuts and Bolts

What is an Accountabuddies team?

Four or five friends who meet regularly to check in about goals they have, and support each other as they take steps toward their goals.

What does a meeting look like?

First meeting: You and your friends sit around in a circle, each person gets a set amount of time, and you figure out one hard thing you want to get done that week. It might be making a tough phone call, or calling a plumber, or going to the gym, or writing for 5 minutes on a sales presentation you've been putting off. When you name that step, everyone writes it down on a card, and then goes on to the next person. Each of you leave with a card that has every teammate's intentions on it.

Every week after that: Same as the first meeting, but you go around the circle twice. First, everyone takes a turn reporting in to the group how their step went. Second, people go around the circle and each pledge a new step for the upcoming week. People write down each other's steps.



What happens in between meetings?

You take your steps: You each take the steps you wrote down on your card - call the plumber, write two paragraphs, etc.

You have a check-in halfway between meetings: Depending on how often you meet, there will be a "boost" in the middle of your time apart - a text, or email, or buddy call. This keeps accountability and focus when you are back in the middle of busy life with all its distractions.

Does this seem too simple? After all, there's no money, no elaborate coaching or professionals involved, just a few friends sitting around a circle. I thought so too before I tried it.

It turns out that the act of naming something you are going to do out loud, having everyone write it down, and then knowing you'll come back to report on it....well, that accountability really works. Add in the applause you get for getting something hard done, and the brainstorming when you hit an obstacle, and you end up with a structure that really motivates people to show up and do stuff.

The fact it is so simple also means that almost anyone can fold this into their regular, busy life. No homework, no training, just 100 percent focus and action.

What <u>isn't</u> an Accountabuddies team?

Crisis management. People who are in urgent crisis naturally will swamp everyone else's time. It is just human nature.

A story:

One of my early teams was made up of kind-hearted older women plus A.J., a lovely young woman whose life was in turmoil. She had been left by her husband to raise a special needs child on her own. She was trying to find paid work, and stable housing, and her daily life was in chaos.

In an accountabuddies meeting, people divide their time evenly - each teammate gets the same amount of time to check in, ask for what they need, and set a new goal. But in this early team, I hadn't develop the skill to hold firm boundaries. So our meetings quickly devolved into people giving up their time to focus on helping A.J, who was in such compelling circumstances. We listened deeply, gave advice, organized work sessions at her house, babysat, and cooked meals. This is wonderful, right? Sure, but meanwhile, everyone else's goals went out the window. It was no longer an accountabuddies team, it was a support system for A.J. In another context, that would have been great. But on an accountabuddies team, it wasn't fair, and it wasn't sustainable.

That isn't to say you can't help each other, In fact, finding each other between meetings to help each other is one of the joys that sometimes develops on a team.

But it has to be in balance with everyone else's goals. Perhaps the saddest moment on that early team was when AJ turned to us at the end and told us how awful she felt that she had "hijacked" the team. It wasn't her fault, though, it was mine. Lesson learned.

Therapy:

People often joke at meetings, "Who needs therapy when I have you guys?" And it is true that accountabuddies is consistent with - and can even directly support - a lot of what therapy sets out to do. Your buddies are a source of unconditional support. Their accountability help you break through inertia, and stay focussed on seeing a task through. Sometimes buddies even help each other talk back to some inner voices keeping them stuck.

But those are all wonderful <u>side-effects</u> of being on a team. Accountabuddies isn't the time or place to work through deep-seated problems that are beyond the capacity of the group.

First of all, there just isn't enough time. Meetings are brief and focused.

Secondly, meetings are also relentlessly balanced among teammates. Even if you are lucky enough to have an actual therapist on your team, he is going to be working on his own goals too.

He'll be able to use his wisdom and skills to support you guys - just as you will use yours to support him.

Ok, let's set up your team!

Chapter 2: SETTING UP YOUR TEAM Kickstarter + Buddies + Structure

The Kickstarter:

The first thing you will need on this adventure is a someone to put together a team. This isn't the leader, as the team will share leadership. The kickstarter is only necessary as the group is forming,

A kickstarter

- 1. Reads this manual
- 2. Gathers the team: issues invites, shares this manual, and asks people to find more buddies, if needed.
- 3. Hosts a discussion on time, place, and length of meetings (through email is fine)
- 4. Leads the team through one meeting, with the understanding people will trade off.

If you are the first person reading this among your friends, you are the kickstarter!



The Buddies

The next thing you need are 2-5 more buddies to make up your team.

What kind of people typically make good buddies?

- •Friends, and friends of friends. Typically, we don't have spouses or parents/children on the same team. Though they may love you dearly, they might be invested in the status quo, or too worried about keep you safe (and therefore not take *healthy* risks).
- •People with a good sense of humor

- Flexible people
- Brave people. Every team benefits from having someone who has been brave especially if their own life has put them through the wringer. Not only will they inspire you, but they will be brave for you when you can't be brave for yourself.
- The real treasure on a team? A great listener. If you know one, rope them in.

The sweet spot is 4 -6 people. That is a group big enough to have a diversity of gifts, but small enough to bond and have enough time for everyone's work.

What kind of people typically don't make good buddies?

95% of the time, your friends will make fine buddies. Only two times, in 48 teams, have I asked someone to leave a team. In both cases, the person had issues that prevented them from working well in a group. As you think about buddies, here are some warning flags:

- Someone who has trouble keeping appointments, or whose life is in crisis mode. (Think of the story of A.J. from from Chapter 1). This isn't necessarily a reflection on them often life is just too chaotic for someone to be a reliable teammate right now.
- Someone who can't keep confidences.
- Someone you have strong reservations about (even if you love them). Maybe they are a lot of fun, but you just don't trust them to be honest. Maybe when you talk to them you always leave a little confused and not sure where you stand. In my experience, this might be a sign of someone wrestling with an addiction of some sort (who is not in recovery). Again, this person may be a dear friend, but is not a good teammate, for now.

Having great boundaries (next chapter) will handle the normal human that can be challenging in meetings, such as a non-stop talker, or someone who loves to give advice where it isn't needed.

THE MAGIC OF BUDDIES

Buddies are your secret sauce for getting things done. They provide:

- Objectivity (because you have a few blind spots and a limited range of experience).
- Listening to you as you figure things out, and reflecting back what they are hearing
- Seeing gifts in you that you can't see in yourself
- Pushing you past your comfort zone
- Helping you face down old, destructive voices that are getting in your way.
- Reassurance that you aren't crazy
- Resources and connections you don't have
- Applause for each small step you take
- The occasional (gentle) kick in the pants

The Structure

You will need to find a structure that works for people's busy lives, a structure that accounts both for meetings, and between-meeting communication. There are several modules you can combine until you get the mix that is best for your group.

- In-person meeting
- Virtual Meetings
- Hour of Power
- Buddy calls
- Reminder Emails

In-person meetings

This is the heart of Accountabuddies: a meeting from 1-2 hours long, where you all gather in person to report in on how your steps went, and to set new steps for the coming week.

There is nothing, NOTHING like having people actually sitting across from you, sharing the oxygen in the room, when it comes to having accountability. Looking someone in the face to tell them what you've done (or not done) something is just more motivating than phoning it in.

I strongly encourage you to have at least a monthly meeting in person. It is more fun, more satisfying, more motivating. Some of my teammates tell me this is their only regular commitment that takes them into the presence of other real people.

(It is also deeply counter-cultural, if you want points for that. Join the Resistance.)

Virtual Meetings:

Same structure as the in-person meeting, online. A great option for people who need to drop in because of weather, travel or illness, or to alternate with the in-person meeting.

Hour of Power: Explained more fully in the tools section (Chapter 4), this is a one-hour meeting where, instead of reporting in on your steps, or planning new steps, you actually work on your steps during the meeting. The Hour of Power can be in-person or virtual.

Buddy Calls:



Buddy calls give you a between-meetings boost of accountability that really keeps you on track.

Buddy calls are especially important when you aren't meeting weekly. They are a quick, short check in call (5 minutes max), when you ask your buddy how their steps are coming along. You set them up for about 1/2 way between meetings. Hate phone calls? Buddy calls are designed to work even for phone haters.

You won't believe how motivating it is to get your steps done when you know you'll be talking live on -n one with someone about it.

The sample buddy call script in the Appendix (add link) will show you how short it is.

(Wondering if a text will work? In my experience, not as well - there's something about hearing someone's voice.)

Reminder emails: This is just a brief email with everyone's promised steps listed - people usually take turns recording them during the meeting and then pushing them out after. If your team is meeting weekly, they can substitute for the buddy call.

From all these building blocks, you are will create a structure that works for the team.

The goal is to have meetings often enough you don't lose momentum, but not so often that they become impossible to keep up with in your real life. Here are three structures that work well:

Meeting in person once a month

Meeting in person twice a month

Meeting in person weekly

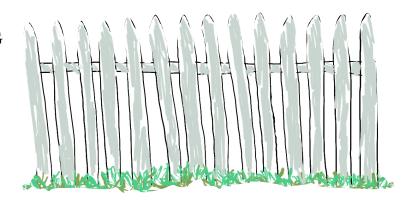
Week 1: in-person meeting Week 2: 5 minute buddy call Week 3: online meeting Week 4: 5 minute buddy call Week 1: in-person meeting Week 2: 5 minute buddy call Week 3: in-person meeting Week 4: 5 minute buddy call All weeks: in-person meeting

Mid-week: email reminder

This structure is great for teams where everyone lives together (low-income housing developments, colleges), works together (groups at work can meet for lunch once a week), or worships weekly together (faith community).

Chapter 3: CREATING AND HOLDING GOOD BOUNDARIES

No one has to be malevolent to scuttle a team. The most common way I've seen a group fall apart is when there is a runaway talker and no one has the courage to rein them in. People may not say anything, but they eventually will drift away because it is such a waste of their time.



None of us is perfect. Some teammates are chatty, some are abrupt, some people speak so quietly you can barely hear them, some are very sensitive, some have bizarre senses of humor, etc etc.

We love these people (actually, we ARE these people), but we need norms to keep things focussed and kind so everyone has the best chance of 1)sticking with the team and 2) staying friends.

The ability to hold firm boundaries is the single greatest thing you can do to keep the team together and productive.

Good boundaries keep the team on track, and keep any one teammate from either feeling overwhelmed or resentful.

Over the last ten years I've experimented with and refined some boundaries that are simple, and they work. The way I've learned to share them is to talk about them ahead of time and agree on what to do if anyone sees a boundary violation. That way every member of the team can patrol the boundaries, and no one person is left being the enforcer. This makes it easy (-er) for any teammate to speak up to defend a boundary.

The Boundaries:

1. Kindness.

Buddies err on the side of kindness. You each are tackling hard, resistant stuff. Use encouraging words.

2. Respect for Time

IN particular:

- -Meetings start right on time, and end on time.
- -Each buddy only takes his share of time
- -When the team uses buddy calls, they are only 5 minutes long

3. Only cheerful giving; only helpful taking

Every buddy

- -only gives (advice, elbow grease, time, possessions) what they can give cheerfully
- -only accepts help they actually want and need

4. Confidentiality

Our work is confidential, unless someone gives permission to share beyond the group for some particular reason.

The next section will give you a quick lesson in boundary patrolling, and some helpful scenarios.

Boundary Boot Camp

Here are proven ways for each of you to enforce the boundaries with kindness. If you have a great boundary keeper in your group that is such a gift to the team! But in case you all are still learning, here is some language you can use. During your first meeting, you will have a chance to agree to these boundaries and practice them.

Kindness:

If a teammate (probably in a moment of carelessness) hurts another teammate, you all need to be able speak up clearly, lovingly, and without anger.

It isn't necessary to address the person who has crossed the line. Instead, ask the stepped-upon buddy if they are ok.

"Sarah, before we go on, I want to make sure that you are OK with what Alice said. Are we still in the kindness boundaries for you?"

Remember that you, as boundary patroller, may have called that completely wrong - Sarah may have the same dark humor as Alice and think she is hilarious. Which is fine! But always err on the side of speaking up to check, especially in the beginning when you are getting to know each other.

Respecting Time - 3 boundaries

Always start your meeting at the scheduled time.

Barring emergency, this is ironclad.

What about late teammates?

Still, start on time. Not only is it respectful to those who are sitting in front of you, it actually *protects* the latecomer, from teammate's resentment that they had to sit around waiting.

When the latecomers arrive just welcome them in cheerfully and go back to the meeting.

Always end the meeting at or before the scheduled time.

You all will have decided how long your meetings are, say, 90 minutes, and there are 6 of you.

That means each of you gets 12 minutes or so (with cushion) to report in, and set your next steps. The best way to keep things on track is to use a timer.

If you decide to go over the end of the official meeting time, get everyone's explicit buy in:

"When the power went out we lost 10 minutes, how shall we handle that? Is everyone ok with going over by 10 minutes?" If one person doesn't want to or can't stay, either end the meeting, or appoint someone to catch them up later.

Keep Runaway Talkers in their bounds

Some of us (I'm raising my own hand) are very talkative, and without good self-awareness, can swamp our buddies, and take more than our share of time. Grabbing the reins of a runaway talker, kindly, is an acquired skill, and you all have a chance to master it.

If the chatty person is the reporter - this isn't a problem (although they may not use their own time as well if they go down rabbit-holes) until they don't stop talking when the timer goes off.

For reporters, the group norm is that once the final timer has gone off, you can finish your sentence.

If they KEEP going after that:

- —the timer can say: "Thank you Carole. Jim, it's your turn."
- -any teammate can say: "Carole I want to make sure Jim has enough time to give his report."

If the chatty person is taking up the reporter's time - This is usually someone inserting advice to solve the reporter's problem, or sharing their own experiences/difficulties. Let's call them the hijaacker.

Hijackers usually see themselves as helpful and supportive and/or they may just have weak impulse control. (As frustrating as it is, I can tell you most of us talkers are mortified in retrospect when we realize we were doing it *again*.) When someone is floundering, the temptation to give advice or chime in yourself can be strong.

To keep our hijackers on track, we use the powerful **touch technique**. Anytime you notice a teammate hijacking a teammate's reporting time just reach out and gently touch the arm of the hijacker. (Once you've practiced this a couple times, all you'll have to do is lift your hand to begin to reach toward them, and they'll stop instantly!)

Anyone not in arm's reach of the hijacker can gently break in and turn to the Reporter being hijacked, "I just want to check, Carole, is this how you want to be using your time?"

Now, you may be thinking, what happens if you think your advice is so good that it might actually be a serious crossroads in the conversation? Say, they are venting that there is no one in the United States who fosters elephants, and your niece has an elephant orphanage 30 miles away. Just raise your hand ask them, "I have a contact that might be really useful, is this a good time to tell you about it?"

They might say, "Sure!" Or they may want to wait. Then they'll say, "Sounds great! Would you write that down and circle back to me later?" They are the captain of their own time.

Getting and Giving Help between meetings - cheerfully.

Between meetings buddies are taking their hard steps, in their real lives. This is a great chance to get together and help each other. I've been on teams where 1 buddy LOVES organizing and a grateful other buddy helps them out by making dinner for them as they clean their closet. This kind of symbiosis is fantastic. But even here, a couple of wide boundaries are helpful.

- If you can give help cheerfully, offer it it can be anything. Do you love organizing, and your buddy is trying to get through some boxes that week? Of course, offer to help! But hold it lightly. Because they need to decide if the help is really useful to them.
- On the receiving end: If the thought of having someone helping you sort that box is a lifeline, say yes! But if you really aren't up to having anyone over, just cheerfully decline and say, "I don't think that's the right step for me now."



This boundary comes from my own experience saying yes to help I didn't want (organizing my garden) that got more and more complicated until I found myself at a greenhouse standing there steaming as my neighbor bought me a plant I didn't even want, and would now have to take care of. How sad, right? She was trying so hard to be generous, and I wasn't brave enough to let her know I didn't want help.

I got stuck because I was trying to be kind by making her feel useful but it actually undermined our friendship. I avoided her because I didn't want to talk about my garden and I'm sure she sensed it.

Sometimes holding a boundary takes a bit of bravery, especially if you are a people-pleaser

Trust your teammate to be able to hear your "no" and be fine.

• If a buddy asks you for help only give what you can cheerfully. Don't overpromise. If you can give one ride to the airport, and they are wondering if you can pick them up as well, and it isn't convenient, listen to that voice in yourself. If you say yes, are you saying it cheerfully or resentfully? Sticking to what you can give happily protects your relationship.

Confidentiality

By keeping meetings confidential, you give your teammates more freedom to not only to be their real selves (warts and all) but also to dream big, to try out "crazy" notions, and to make mistakes safely. This can only happen far from the scrutiny of people they know who may be judgmental, or interfering.

So the Accountabuddies boundary is that everything that happens during the meeting stays in the group. The only exception is when someone gives specific permission to share their goal with an outsider. This most commonly happens when a buddy has hit an obstacle to their goal, and needs to network to find help.

So, say, if Mark is almost done with his video project, but needs a sound engineer to do an edit, he might give permission to the team to help him look for a sound engineer.

A note about social media:

Teammates are of course are free to find each other on social media, but all communication in Accountabuddies should be through phone, text and email. This is so 1) people don't need to be on social media to be on a team and 2) someone occasionally will want to keep the borders very crisp between them and a particular teammate - they aren't looking to have them as a social friend.