



# Mindful Meeting Openers

Use these simple mindful meeting openers to help your team arrive fully, breathe with awareness, and cultivate gratitude, setting the tone for a focused and productive meeting. Even a brief pause can create a noticeable shift in energy and engagement.

## 60-Second Arrival: Settle & Center

Before we begin, let's take a moment to settle in to the space. Close your eyes or soften your gaze. Take a deep breath in... and a long exhale out. Notice your feet on the ground, your body supported by the chair, and any tension you can release. Pay attention to your breath for the next 60 seconds. With each breath, allow yourself to be fully present. When you're ready, gently open your eyes, feeling grounded and ready to engage.

## Three Deep Breaths for Focus

Before jumping in to the meeting, let's take three intentional breaths together. Inhale deeply through the nose... hold for a moment... and exhale slowly through the mouth. Let's do that again—inhale, hold, exhale. One last time, feel your breath anchoring you in this moment. Now, let's begin our meeting with clarity and focus.

## Gratitude in a Busy Day

Before we dive in, let's take a mindful pause. Think of one thing you're grateful for today—it could be something simple, like a warm cup of coffee or a kind conversation. Take a moment to appreciate it fully. Gratitude shifts our perspective, helping us move into this meeting with positivity and presence.

Now, let's begin. (Optional: Share as a group)