1. Call to confirm members and guests.
   “In preparing for a meeting, leaders should share responsibility for communicating to the members and encouraging them to come to the activity, doing their utmost to ensure 100 percent participation.” (vol. 13, p. 148)

2. Pray sincerely for the meeting’s success and to convey unshakable conviction in faith to the members.
   “It is essential that leaders in charge of a discussion meeting pray sincerely to the Gohonzon for its success, and that they attend the meeting filled with unshakable resolve and confidence. No matter how interesting their speeches or presentations may be, if their words lack conviction in faith, they will fail to touch the participants’ hearts.” (vol. 13, p. 149)

3. Visit and encourage members before the meeting, especially those who cannot regularly attend activities.
   “Promoting activities together with those who regularly attend meetings is simple, but this in itself will not enable Nichiren Buddhism to spread . . .
   “The network of life-to-life bonds that is the Soka Gakkai was built through the efforts of individuals to visit and personally encourage their fellow members. Just as a broad interwoven nexus of roots that sink deep into the earth supports a mighty tree, it is the consistent and painstaking actions of members to offer personal guidance at the grassroots level that hold up the Soka Gakkai.” (vol. 8, p. 91)