

# The Family Playbook

## VALUES OVER VALUABLES

DARING TO LIVE THE LIFE  
MONEY CAN'T BUY



HARMON KONG

**Forbes** | Books

TRANSFORM YOUR RELATIONSHIPS  
AND SHAPE YOUR LEGACY

# Table of Contents

1

DISCOVERING YOUR VALUES WORKSHEET

2

DRAFTING A FAMILY MISSION AND VISION STATEMENT

3

SAMPLE FAMILY MISSION AND VISION STATEMENT

4

HOW TO STRUCTURE A FAMILY MEETING

5

FAMILY MEETING GOAL SHEET

6

KONG OHANA HOUSE RULES



## 1

# Discovering My Values Worksheet

Discovering your values can be a powerful tool for helping you identify your core values that drive your life vision and mission. It is the essence of who you are and what is most important to you. As you work through this process, it can be a source of discovery to what also matters most to your family.

## ***1. Select up to 10 words below that resonate with you.***

If you are doing this with your spouse, complete it separately, then compare the values you selected. Discover the ones you have in common. An appropriate number would be 5 to 7 core values that become your family's guiding principles.

ACCOUNTABILITY	EQUALITY	HAPPINESS	PATIENCE
AUTHENTICITY	FAIRNESS	HEALTH	PEACE
BALANCE	FAITH	HONESTY	RESILIENCE
COMMUNITY	FAMILY	HUMILITY	RESPECT
COMPASSION	FINANCES	INDEPENDENCE	RESPONSIBILITY
COURAGE	FORGIVENESS	INNOVATION	SELF-DISCIPLINE
CREATIVITY	FREEDOM	INTEGRITY	SERVICE
CURIOSITY	FRIENDSHIP	JUSTICE	SPORTS
DETERMINATION	FUN	KINDNESS	SUCCESS
EDUCATION	GENEROSITY	LOVE	TOLERANCE
EMPATHY	GRATITUDE	LOYALTY	TRUST
ENVIRONMENTALISM	GROWTH	OPEN-MINDEDNESS	UNITY

***Write your own values here:***

---

---

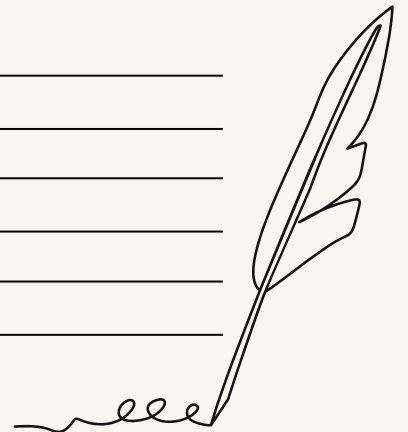
---

---

---

---

---



# Discovering My Values Worksheet

**2.** *For each value you selected expand and discuss why they are important and write them down for clarity.*

FOR EXAMPLE:

**Family** is important to us because maintaining strong relationships with our family members and spending quality time with them is how we build unity and love for each other.

**Education** is important to us because we believe in continuous learning leads to personal growth and enrichment in our life.

**Humility** is important to us because it fosters positive interpersonal relationships. When we are humble, we are more likely to listen to others, acknowledge our mistakes, and show respect and empathy towards others. This can lead to healthier and more harmonious interactions with friends, family, colleagues, and even strangers.

***Ten words that resonate with me:***

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.



# Discovering My Values Worksheet

**Why these words are important to me:**

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

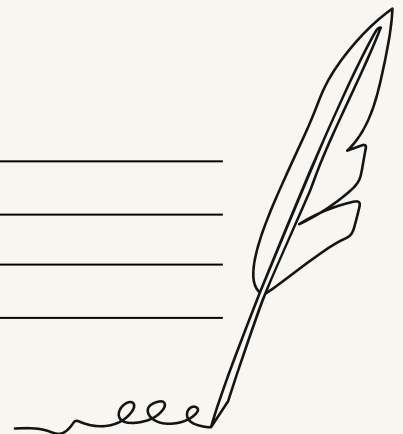
**Notes:**

---

---

---

---



# Discovering My Values Worksheet

## 3. ***Our Family's Guiding Principles***

After separately completing the "Discovering My Values Worksheet", discover the ones you have in common with your family members. An appropriate amount would be 5 to 7 core values that become your family's guiding principles.

### ***Our Family's Core Values:***

1.

2.

3.

4.

5.

6.

7.

### ***Why are these values important to our family:***

---

---

---

---

---

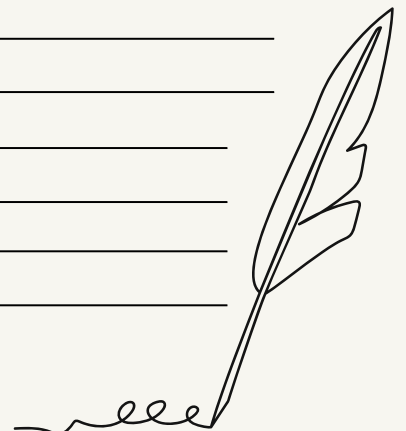
---

---

---

---

---



## 2

## Drafting a Family Vision and Mission Statement

*Now that you have identified your family's core values, you can begin drafting a family vision and mission statement. This process can be challenging yet also very rewarding as you consider the benefits of aligning your family around shared values that guide your family in unity toward common purposes. Vision statements and mission statements often get confused with each other, although they are distinctly different.*

**A vision statement is future-focused.** *It captures your family's long-term dreams, aspirations, and what you hope to all achieve together as a family. It's a source of inspiration and a sense of direction to a destination you may never arrive at, yet you keep pressing forward together. Another way to think about a vision statement is to think about the "why"*

**A mission statement is present-focused.** *It captures how your values are placed into daily practices that guide your family's decisions and interactions with each other and others outside the family. It provides clear expectations for each family member to uphold daily. These daily actions get you closer to fulfilling the family vision. Another way to think about the family mission statement is the "how" to reach the family vision.*

*Start by encouraging and discussing your family's core values. You may need space to write more ideas and drafts on a separate sheet of paper. Don't worry if you don't get it right the first time. These statements can change as you work through this process.*

**Notes:**

---

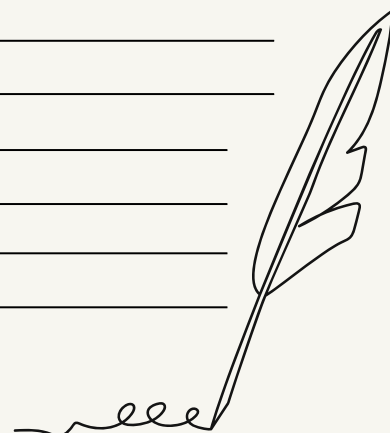
---

---

---

---

---



# Drafting a Family Vision and Mission Statement

*For the **Vision Statement**, begin with imagining what your family will look like in the future if you stay true to these values. Think about the qualities you want to be associated with for your family. Perhaps use words like “we aspire to” or “we envision.”*

### ***Family Vision Statement***

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



# Drafting a Family Vision and Mission Statement

For the **Mission Statement**, think about active words supporting behavior, attitudes, and decisions that reflect your core values. How does what you do support one another toward fulfilling your vision and supporting your family values.

## Family Mission Statement

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



### 3

## Sample Family Vision and Mission Statements

### VALUES

***EDUCATION | HARD WORK | FAMILY | COMMUNITY | GENEROSITY***

#### **FAMILY VISION STATEMENT**

We envision a family where education is valued as the cornerstone of personal growth, hard work is celebrated as the pathway to success, family bonds strengthen our unity, community involvement enriches our lives, and generosity towards others defines our legacy.

#### **FAMILY MISSION STATEMENT**

Our family is committed to fostering an environment where learning is embraced, where each member strives for excellence through hard work, where we prioritize quality time together to nurture our familial bonds, where we actively engage with and contribute to our local community, and where acts of generosity towards others are woven into the fabric of our daily lives.

# Sample Vision and Mission Statements

## **FAMILY VISION STATEMENT**

In our family, education is treasured as the key to unlocking endless opportunities, hard work is revered as the foundation of achievement, family bonds are cherished as the source of our strength, community involvement is valued as our responsibility, and generosity towards others is our guiding principle.

## **FAMILY MISSION STATEMENT**

Our mission as a family is to prioritize education by fostering a culture of curiosity and lifelong learning, to instill a strong work ethic in each member by leading by example, to nurture our familial connections through open communication and shared experiences, to actively participate in our community to make a positive impact, and to practice generosity by giving back and supporting those in need.

## **FAMILY VISION STATEMENT**

As a family, we aspire to create a legacy where education empowers us, hard work propels us, family ties bind us, community engagement enriches us, and generosity defines us.

## **FAMILY MISSION STATEMENT**

Our family is dedicated to promoting education by encouraging intellectual curiosity and continuous learning, to embodying the value of hard work through perseverance and dedication to our goals, to nurturing our familial relationships through love, support, and respect, to actively participating in our community to promote positive change, and to embracing generosity by sharing our blessings with others in need.

# Sample Vision and Mission Statements

## KONG FAMILY VALUES **COMMUNITY | FAITH | FAMILY | GENEROSITY | SERVICE**

### **FAMILY VISION STATEMENT**

Our family envisions a world where community thrives, faith guides our actions, family bonds are unbreakable, generosity flows freely, and service is our legacy.

### **FAMILY MISSION STATEMENT**

As a family, we are committed to nurturing a vibrant community where we support and uplift one another, to living out our faith through love, compassion, and integrity in all that we do, to prioritizing quality time together to strengthen our familial connections, to embracing a spirit of generosity by sharing our resources and talents with those in need, and to serving others with humility and empathy to make a positive impact on the world.

### **FAMILY VISION STATEMENT**

As a family, we envision a future where community unity thrives, faith serves as our compass, family ties remain unbreakable, generosity knows no bounds, and service to others is our highest calling.

### **FAMILY MISSION STATEMENT**

Our family is dedicated to building strong ties within our community through active participation and support, to living out our faith by embodying its principles of love, forgiveness, and compassion, to nurturing our family relationships through shared experiences and unwavering support, to embracing a culture of generosity by giving freely of our time, resources, and talents, and to serving others with humility and empathy to create a more just and compassionate world.

***Starting and maintaining regular family meetings is a great way to build***

***communication, resolve issues, and encourage family bonding.*** It's never too late or

even too early to start family meetings. If you have never had family meetings, keep in

mind that the point here is not so much the content discussed during the meeting but

rather to be able to make space in your busy lives to gather and talk. Sometimes, an

initial meeting can be as simple as having dinner together, as I discuss in my book.

Here's a step-by-step guide to help you get started and keep the meetings effective and engaging:

### ***Define the Purpose***

Decide on the goals of these meetings: are they for organizing schedules, discussing

family issues, setting goals, or simply connecting? Having a clear purpose helps keep

everyone on the same page and sets expectations for these meetings' focus. We started

our family meetings when our youngest was turning 8 years old. We often had snacks

and squishy toys to keep their attention when they were younger. Our discussions were

structured to be age-appropriate yet engaging for their stage in life. As they got older,

we provided a one-page goal sheet to be completed before the meeting so we could

stay on track when they shared.

### ***Choose a Regular Time and Place***

Consistency is key. Decide on a regular day and time that works best for everyone, like

Sunday afternoons or Friday evenings. Select a comfortable spot where everyone can

gather without distractions.

# How to structure a family meeting

## ***Set Ground Rules Together***

Establish ground rules everyone agrees on to ensure a respectful environment. These include listening without interrupting, respecting others' ideas, and being open to differing viewpoints. In some families, you may have to resort to a talking stick of sorts so others don't talk over one another. This allows everyone to have equal shared time to talk.

## ***Start with Short, Simple Meetings***

Initially, keep the meetings brief (15-20 minutes). The focus is to build a habit of meeting. As everyone gets more comfortable, meetings can gradually be extended if needed. Our meetings started with one hour and short breaks in between. Today, they easily run 4-6 hours with breaks for lunch or dinner as needed. Our family meetings have also become family retreats that often include a family vacation destination. We have fun and set aside time for our annual family meeting.

## ***Create a Shared Agenda***

Have each family member contribute to the meeting agenda ahead of time. These could be things they want to discuss or ideas for family activities. Review the agenda together at the beginning of each meeting. We had a loose agenda yet some families may need more structured agendas to stay on track.

## ***Include Fun and Positive Elements***

Don't make it all about planning and issues—start with something positive, like sharing “highs and lows” of the week or complimenting each other. You might also end with a fun family activity or a group decision on something lighthearted, like the next family movie night. We started each meeting with a devotion and ended our meetings with words of affirmation for each other.

# How to structure a family meeting

## ***Encourage Participation and Inclusiveness***

Make sure everyone, including kids, feels heard. Encourage everyone to share their thoughts and make decisions collectively. The goal is for each person to feel like they have a voice. This will require patience from those who are extroverts and tend to speak out of turn.

## ***Recap and Reflect***

End each meeting by summarizing key points discussed and decisions made. Check in to see how people feel about the meetings so you can adapt as necessary.

## ***Celebrate Progress and Stay Flexible***

Celebrate any improvements or accomplishments discussed in previous meetings, and be open to adjusting the format as the family's needs evolve. Keeping things flexible and open to change can help prevent the meetings from feeling rigid or forced.

Starting family meetings might feel a bit formal at first, but with a positive attitude and these steps, they can become a rewarding routine that brings everyone closer together. Remember, the most important goal is to create a positive experience for your family by having regular meetings. It's a time to talk and share struggles, challenges, goals, and life. For our family, our kids are excited about our family meetings. It's never too early or too late to start!

# How to structure a family meeting

## **Family Meeting Summary**

*I have shared a lot of information about this process, and it may feel overwhelming. When we first started our family meetings, we did not have a structured agenda. We had drafted our core family values, vision, and mission statements, but for our young children, we began with a simple blank sheet of paper to take notes and write down thoughts, ideas, and personal goals. Additionally, we created a family binder for each child to store these documents and notes, so we would have a record of our meeting history.*

*You may want more structure if your children are older by providing a meeting agenda. The agenda will keep the meeting flowing in a timely fashion.*

***I have provided you with a sample of our family meeting goal sheet, and house rules which we used when our kids were very young. Please feel free to copy them or modify them as you'd like.***



Name \_\_\_\_\_

Date \_\_\_\_\_

***"Where there is no vision, the people perish." Proverbs 29:18a***

## MY LOVE LANGUAGE

☐ GIFTS☐ WORDS OF  
AFFIRMATION☐ QUALITY  
TIME☐ ACTS OF  
SERVICE☐ PHYSICAL  
TOUCH**Goals:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## STRENGTHS

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## WEAKNESSES

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## PRAYERS

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

ANSWERED  
PRAYERS

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## SPIRITUAL

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## MINISTRY

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## CAREER

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

ACTIVITIES/  
HOBBIES

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

SOCIAL +  
FRIENDS

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## OTHER

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

# Family Meeting Goal Sheet

**Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**Goals:**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

***I acknowledge that I am not perfect, yet I understand I have the free will to make good and bad choices. As a result, I have the power to influence good or bad consequences; therefore, I take full responsibility for every thought, word, and action in my life. I am committed to the following family expectations:***

- 1) I will treat each other as I want to be treated.***
- 2) I will do my best in everything and not quit, complain, or criticize.***
- 3) I will think positive and use positive words when speaking to each other. We will not name-call or tease each other or people outside our family.***
- 4) I will strive to work together as a family, knowing that we are always better together.***
- 5) I will not lie but always tell the truth in love, no matter how difficult.***
- 6) I will demonstrate compassion toward each other, especially when the other is hurt or does not feel good.***
- 7) (Children) I will honor and obey my parents, trusting they know what is best for me.***
- 8) (Mom) I will be my children's greatest fan by encouraging them to achieve their highest God-given potential. I will support my husband with all my heart.***
- 9) (Dad) I will lead my family by example, following God's calling as a husband and father. I will love, protect, and provide for my wife and children.***
- 10) I have been blessed, and I will be thankful and strive to bless others whenever, wherever, and however possible.***

# THANK YOU!



*Thank you for embarking on this journey for your family. I wish you and your loved ones wealth beyond measure for generations. If you have any questions or just want to share how things are going, please feel free to reach out. You can email me at [contact@harmonkong.com](mailto:contact@harmonkong.com) and type the word "comment" or "question" in the subject line.*