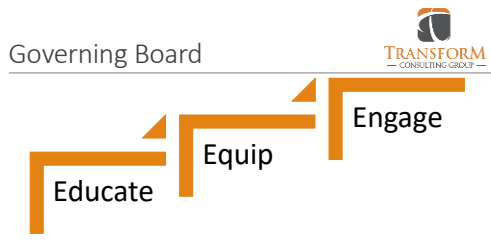




Getting the Most Bang from Your Board
January 9, 2019



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Governing Board



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Governing Board

WHAT IS A GOVERNING BOARD?



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Governing



- What does “govern” mean?
- Govern derives from a Greek word meaning “to steer a ship.”



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Governing



John Carver, writes, "Governance is not about budget lines, personnel issues and field trip approvals. It is about values and vision and strategic leadership."



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Governance Structure



What is the organizational structure of a Board of Directors in relation to the staff?



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Board member roles



Key Functions

- Strategic
- Legal
- Financial
- Supervisory



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Board Member Roles

*See handout.
What are your "Wow's and Wonder's" about this list of roles?

- ❖ Evaluator: Of management efficiency and program effectiveness
- ❖ Organizer: Of community constituencies to assist organization
- ❖ Employer: Of the personnel at the organization
- ❖ Motivator: Of the staff and volunteers
- ❖ Fundraiser: To ensure that all necessary funds are available
- ❖ Catalyst: For long-term organizational change
- ❖ Promoter: Of the total organization as well as its activities
- ❖ Supporter: Of the organization's programs and services
- ❖ Protector: Of the public interest in exchange for tax-exempt
- ❖ Advocate: For issues or positions which may affect the organization or its constituents
- ❖ Advisor: To the Executive Director on issues

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Govern Not Manage




- The Board's role is to provide oversight and guidance.
- The Board's role is not to manage the organization.
 - Good Example: The Board reviews results from recent evaluation and determines that the program needs to be modified or restructured and recommends that the Executive Director develop a plan.
 - Bad Example: Three or four members of the Board meet with staff to revise the curriculum and work on developing lesson plans.
- The Board should focus on the "ends" and let staff handle the "means".



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Governing Board



Educate

Equip

Engage


How do you develop a common knowledge and understanding for your Board?

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Educate Your Board



- Your organization and industry
 - Some key facts, terminology, "who's who" sheet
- Expectations for joining the board
- Roles and responsibilities

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How to Educate Your Board?



- 1. Recruitment Process
- 2. Orientation Process
- 3. Ongoing Professional Development



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Recruiting Your Board



Clear Recruitment Plan and Process:

- ✓ Know what you need/ want in board composition
- ✓ Have a protocol in place to nominate/ recruit potential board members
- ✓ Have a process to interview prospective board members
- ✓ Invite to on-site walk through and observation of program





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Orientation Process



How do you orient your new Board members?

- Formal meeting
- Structured packet of information about organization and Board
- Check-ins





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Ongoing Training



How are you providing ongoing development for your board?

- ✓ Send them to trainings for board members
- ✓ Bring in a consultant to facilitate training/ retreat
- ✓ Read a book/ article as a board and discuss – “Board Book Club”

Poll Question:

2. What processes do you have in place to support your board member's education? Select all that apply.
 - a. Recruitment process
 - b. Orientation process
 - c. Ongoing professional development



Governing Board



Equip Your Board



- ✓ Bylaws
- ✓ Board Handbook
- ✓ Board Job Descriptions
- ✓ Communication Structure

Equip Your Board



- | | |
|--|--|
| <p>Bylaws</p> <ul style="list-style-type: none"> • Framework for organizational structure • Guidelines for the board • Reviewed annually | <p>Board Handbook</p> <ul style="list-style-type: none"> • Operationalize the work • Resource guide for board • "Living document" • Electronic or paper version |
|--|--|

Equip Your Board



- Board Member Job Description:
- ✓ Articulates expectations (like a paid position)
 - ✓ Time commitment – expectations for meeting attendance
 - ✓ "Give or Get" expectation
 - ✓ Participation in other organization engagements

Poll Question:

3. Do you have a job description for your Board of Directors?

- a. Yes
- b. No
- c. Don't know




GETTING THE MOST BANG FROM YOUR BOARD

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Equip Your Board



Communication Structure

- Clarity and consistency on communication process and systems
- When and how information is shared
- Online file folders/ system?
- Contact information for fellow board members
- Primary point of contact


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GETTING THE MOST BANG FROM YOUR BOARD

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Governing Board



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GETTING THE MOST BANG FROM YOUR BOARD

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Engage Your Board



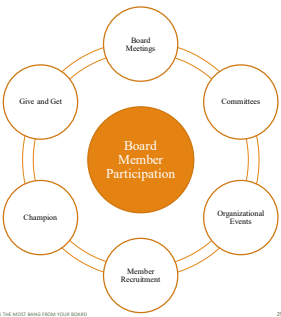
- Alignment of time, talent, and treasure
- Annual, individual check –ins
- Board self-assessment

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Board Engagement

1. What are the different ways a Board member engages with the organization in their role and capacity?
2. What are some "Wow's and Wonder's"?

1/9/19



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1:1 Board Member Check-Ins



How do you individually engage with each board member?

- E.D. and Board President meet individually with each board member.
- Review / reflect on past year
- Plan and commit for upcoming year
 - Board engagement
 - Committee commitment
 - Financial commitment

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Board Self-Assessment

Use this form to assess your Board of Directors.



- Comprehensive check-in with the full board!
- Identify areas to strengthen

Item	Indicator	Met	Needs Work	N/A
Board Selection and Composition				
1	The Board's nominating process ensures that the Board remains appropriately diverse with respect to gender, ethnicity, culture, economic status, disabilities and skills and/or expertise.			
2	The organization maintains a conflict-of-interest policy and all Board members and executive staff review and/or sign to acknowledge and comply with the policy.			
3	There is a limit to the number of consecutive terms and board member can serve (no life terms).			
4	There is a balance of new and experienced board members to guarantee both continuity and new thinking.			
5	The board is composed of persons vitally			

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Poll Question:

4. How do you engage your board members? Select all that apply.
- Clear expectations for involvement with organization.
 - 1:1 Meetings
 - Board Self-Assessment



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Governing Board



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Conclusion



Additional resources on our website!

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Seven horizontal lines for notes.