



## Key Elements of a Great Board

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## Key Elements of Great Board

1. Simplify governance structure
2. Empower executive director
3. Culture of trust
4. Board member recruitment
5. Board member development

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## Key Elements of Great Board

6. Attendance Policy
7. Meaningful & productive board meetings
8. Invest in leadership development
9. Willing to take critical actions
10. Evaluations

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## Governance Structure

- ❖ Shorten leadership path
  - ❖ May need to amend bylaws
- ❖ Reduce number of standing committees (3)
- ❖ Use of work groups/task forces
- ❖ Strong board leader

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## Challenge

- ❖ Reducing size of board
  - ❖ Thoughtful discussion – determine number
  - ❖ Retire board seat (s) as terms expire
  - ❖ Smaller boards – more engaged

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## Empower Executive Director

- ❖ Hire for level of expertise
- ❖ Board manages as a team peer
- ❖ Board manages executive director
- ❖ Executive director manages staff/operations
- ❖ Avoid temptation to micromanage

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## Challenge

- ❖ Micromanagement by board member(s)
- ❖ Board member promoting self-interest(s)
- ❖ Board member(s) managing staff
  - ❖ Delineate responsibilities
  - ❖ Handicaps executive director

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## Culture of Trust

- ❖ Between board & staff
- ❖ Between board members
- ❖ Between all staff members
- ❖ Importance of transparency & communication

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## Board Member Recruitment

- ❖ List expertise needed on board
- ❖ Leadership summit – potential volunteers
- ❖ How benefit career
- ❖ List of expectations
- ❖ Will provide training

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### Challenge

- ❖ Recruiting from other areas of state
- ❖ Recruiting younger members
- ❖ Recruiting diverse members
  - ❖ Leadership summit/open house around state
  - ❖ Match opportunities to member profile
  - ❖ Build case why you need them/their expertise

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### Board Member Development

- ❖ List skills/knowledge necessary
- ❖ Provide trainings throughout year
  - ❖ Board orientation
  - ❖ Finance – reading financial statements
  - ❖ Media training
  - ❖ Advocacy training

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### Attendance Policy

- ❖ Create policy
- ❖ Enforce policy
- ❖ Board leader – conversation with member
- ❖ Willing to remove

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### **Productive Board Meetings**

- ❖ Agreement to prepare for meetings
- ❖ Start & end on time
- ❖ Consent agenda
- ❖ Time management
  - ❖ Reports – 5%
  - ❖ Obligatory items – 10%
  - ❖ Action items/decisions – 40%
  - ❖ Strategic discussion – 45%

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### **Invest in leadership development**

- ❖ Staff development
- ❖ Board member development
- ❖ Education component at meetings

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### **Willing to Take Critical Actions**

- ❖ Flexibility required
- ❖ Willingness to hold accountable
- ❖ Tough conversations
- ❖ Budget implications

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## Challenge

- ❖ Disruptive long-term members
- ❖ Not preparing for meetings
- ❖ Bringing up same issue over & over
- ❖ Moving beyond day to day issues
  - ❖ Board leader – address – at meeting or individually (peer to peer)

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## Evaluations

- ❖ Board self-assessments - annually
- ❖ Executive director evaluation - annually
- ❖ Meeting evaluations
- ❖ Board leader inquiry

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## Questions?

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