

# Board Room Agendas That Inspire Strategy

Savvy nonprofit executives and board chairs realize that the structure of the board meeting highly influences the quality of board work accomplished. In addition, a robust meeting will propel board members to contribute with more passion and skill.

Too often, time constraints and the pressures of the day-to-day work leave agenda planning to the last minute and a hasty cobbling together of an agenda of multiple reports and little dialogue.

## The All-Too-Typical Nonprofit Board Agenda

### Ho Hum Board of Directors Meeting

*Sept 1, 2015, 4-6 pm, at Learning Center*

#### MEETING AGENDA

- 1. Welcome ..... Board Chair
- 2. Finance Committee Report..... Finance Chair
- 3. Strategic Planning Committee Report ..... Committee Chair
- 4. Executive Director’s Report
  - a. Update on new programs
  - b. Potential rent increase
  - c. Information about potential new partnership
  - d. Speaking engagements
- 5. Gala Committee Plans for 2016 ..... Committee Chair
- 6. Governance Committee Report ..... Committee Chair

The above agenda will have board members donating their volunteer time and expertise for the purpose of listening to reports. How many of those reports could have been provided in a 1-page summary and delivered to board members prior to the meeting and then placed on a consent agenda?



# The Inspiring and Action Oriented Board Agenda

While this agenda is longer and it requires board members to carefully read the meeting plan, it tees up a very purposeful board meeting – one that board members won't want to miss!

## Dynamic Board Meeting Agenda

*Sept 1, 2015, 4-5:30 pm*

*Location: Our partner's location: High Hopes Charter School*

*Note: Please come 20 minutes before the meeting for a tour of High Hopes.*

### Strategic Goals of Today's Meeting:

- Gain insight from members about a potentially fruitful collaboration
- Analyze current strategic plan against progress. Determine adaptations needed.
- Explore ways to increase revenue via upcoming gala

4:00 – 4:15	Welcome.....	Board Chair
	What are you hearing from the field?	
4:15 – 4:20	Consent agenda* .....	Board Chair
Vote needed	Finance report (quarterly next month)	
	Governance Committee Report	
	Report on rental fees and projected increases	
	New programs progress	
	Update on speaking engagement schedule	
4:20 – 4:40	Discussion .....	Strategic Planning Committee
Discussion	Exploration of our current strategic plan and progress	
	against goals. Executive director's recommended adaptation.	
	Suggestions sought on future process.	
4:40 – 5:00	New Partnership on horizon: Details to date .....	Executive Director
	What questions do we need answered?	
5:00 – 5:20	Gala Plans.....	Gala Chair
	Five ways board members can raise money for the Gala	
5:20 – 5:30	Executive Session (as desired) .....	Board Chair
	Adjournment	

*\*Board members may take any item on the consent agenda off consent for discussion.*

