

# EXCELLENCE ACADEMY

SESSION V BONUS

# BOARD ENGAGEMENT



ASPEN  
IMPACT

# Welcome!

Today is a special bonus session about boards!



# Case Study

## Community Knitting Innovation Alliance



Legend of the Gordian Knot:  
<https://www.history.com/news/what-was-the-gordian-knot>

# Case Study

Community Knitting Innovation Alliance



Unimpressed  
grant officer

Underappreciated  
board member

Token symbol  
recruited to the board

New leadership to  
freshen up the board



## Twenty items to address

1. Fossilized board members (Harold – 50 years on board; Patty – 20 years on board)
2. Weak board president
3. Lame leadership succession (Barry only took role of president because no one else wanted it)
4. No knowledge of the bylaws
5. No bylaws handy at the meeting
6. No toleration of dissent (Glen: “Wy couldn’t you just play along?”)
7. Nepotism (Glen only got on the board because of his father and grandfather)
8. Insults (Patty insulting Harold and then Glen)
9. Timid board member (Clarissa hasn’t spoken up since 2015)
10. No confidence about being allowed to speak (Clarissa wonders whether Barry would let her speak)



## Twenty items to address

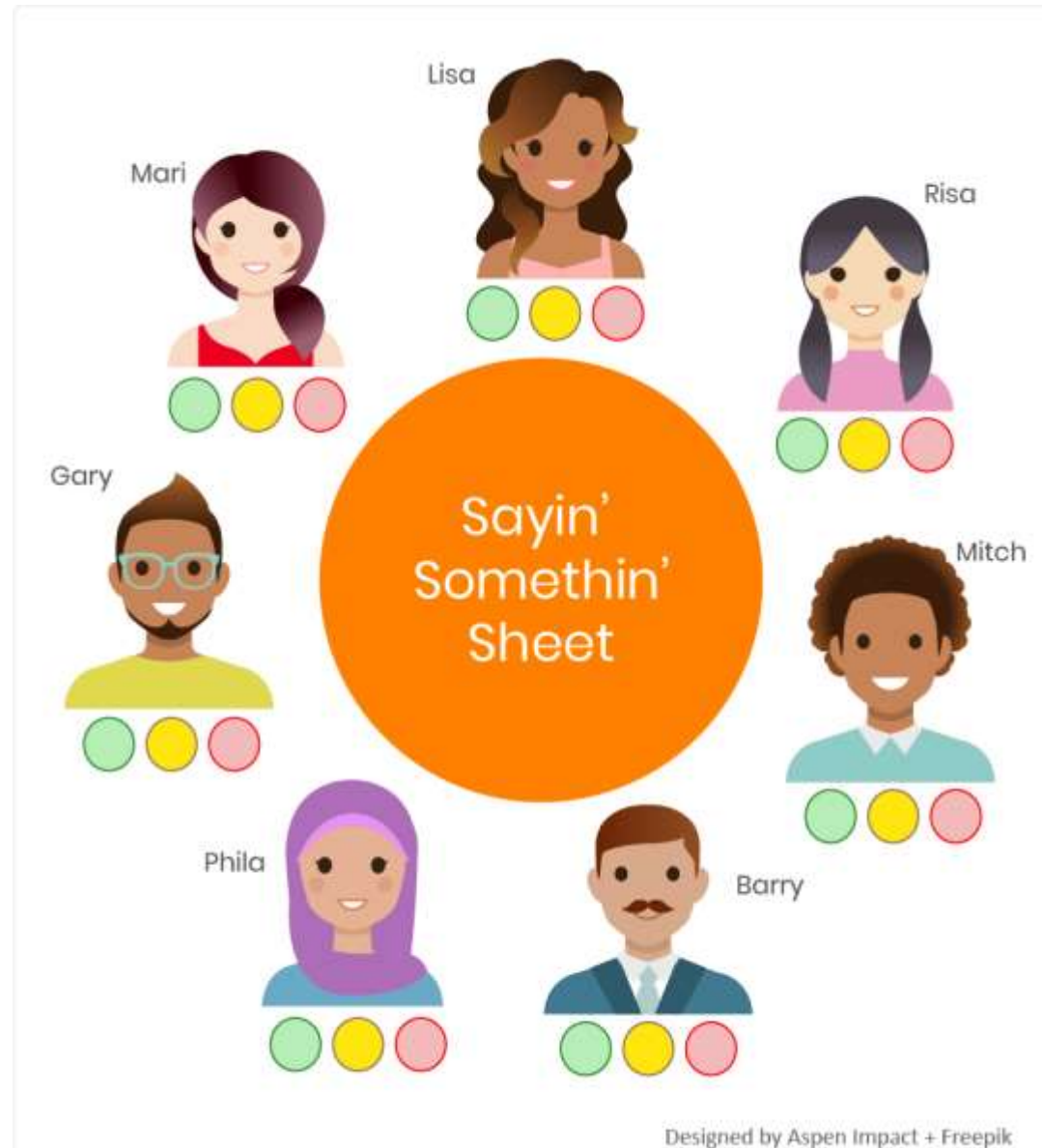
1. Sloppy board recruitment process
2. Unilateral decision making (Glen – “Sounds good. We’ll take him.”)
3. Not knowing each other (Barry refers to Clarissa as Claire)
4. Small board (Gabe, Glen, Barry, Harold, Patty, Clarissa)
5. No board orientation
6. Long meeting (conversation at hand + two hours beyond that)
7. Tactical topics (napkin colors, summer intern’s performance, date of golf fundraiser)
8. No concern for public safety (holding golf fundraiser at country club during pandemic)
9. Conflict of interest (Harold – “I’ll put the squeeze on them during my next insurance sales call...there’s always a back to scratch”)
10. Sloppy end to meeting (Glen – “Barry, wanna call this one a wrap?”)

# Case Study

## Community Knitting Innovation Alliance



One way to gauge your board members' input in meetings...

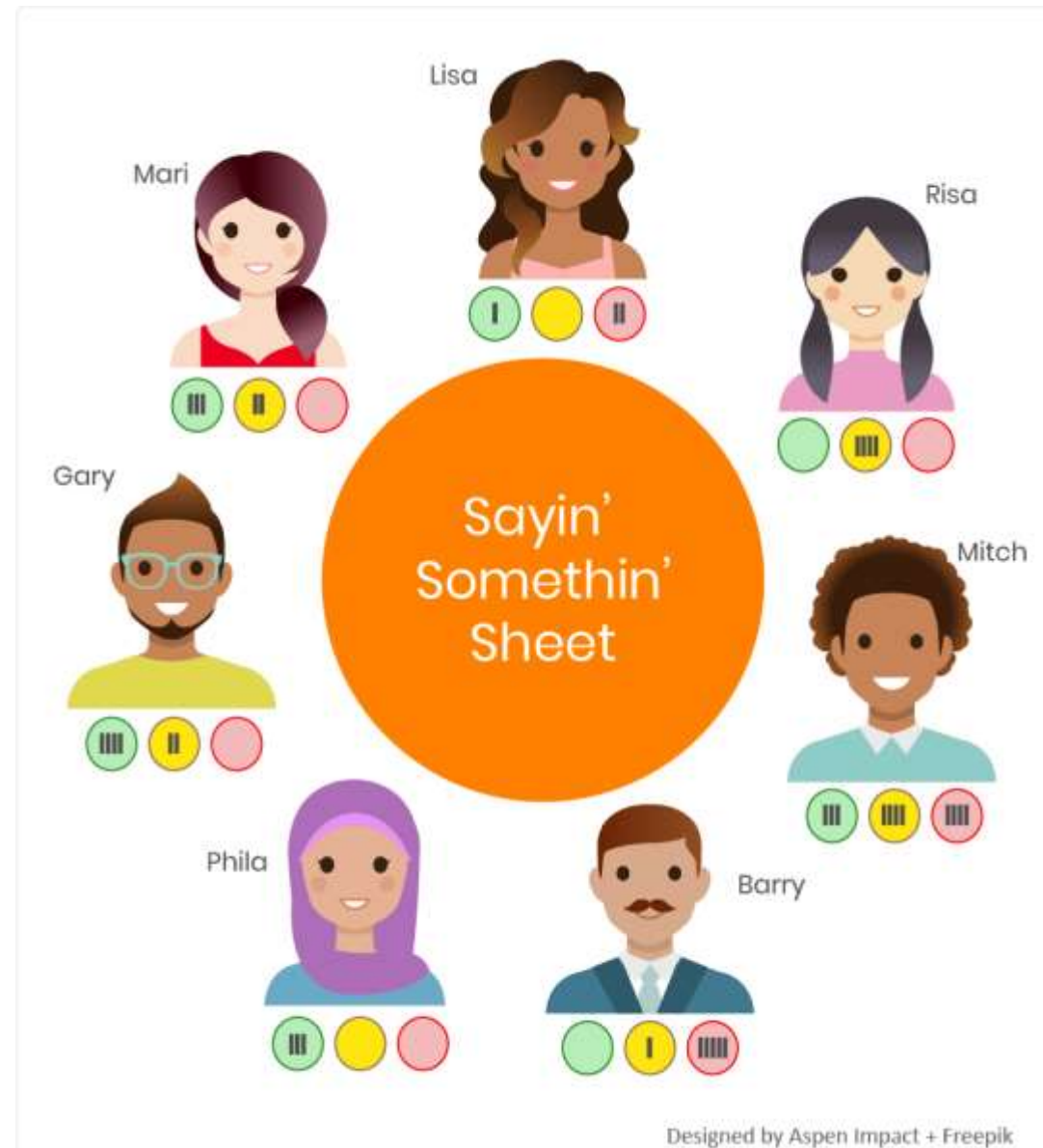


# Case Study

## Community Knitting Innovation Alliance



...is to count how many comments each board member makes that are constructive, generic/not useful, or distracting/unhelpful during meetings.



Encourage people who make constructive but infrequent input to speak more often (Phila), people who give generic input to be more insightful (Risa), people who talk often to share the limelight (Mitch), and people who are unconstructive to adjust their mindsets and communication styles (Barry). Celebrate constructive input from your board, too!



### What should be on it?

1. Basic information – date, time, location, attendees
2. How long the meeting will last
3. Call to order
4. Routine approvals
5. Committee and/or staff reports
6. Unfinished business
7. New business
8. Adjournment



### What should **NOT** be on it?

1. Too many items
2. Disorganization
3. Items that are too specific/detailed
4. Items that should be addressed by a committee
5. Items that will spur unproductive discussion/debate





## Agenda 1

### **August Board Meeting Agenda**

1. Call to order
2. Finance report
  - a. Have we submitted our 990?
  - b. What about that report for the Walmart grant?
3. Toilet draining issue
  - a. Anybody know a good plumber?
  - b. Carl, can you fix it?
4. Bylaws update
  - a. Last updated in 2002.
  - b. Has everyone seen these?
  - c. Any ideas on changes?
5. Annual audit
  - a. Who wants to be on the Audit Committee?
6. Annual meeting
  - a. Coming up next month
  - b. Who wants to take charge?
7. New board members
  - a. Any ideas?
8. Adjourn

# Board Meeting Agendas

## Second example



## Agenda 2

### Board Meeting Agenda August 20, 2020

<b>Committee:</b> HCCF Board of Directors	<b>Location:</b> Zoom (virtual) <b>Date:</b> August 20, 2020	
<b>Members Present:</b> Mark Anderson, Susan Bennett, Bob Bogigian, Susie Broome, Josh Daugherty, Darwin Fenter, Ryan Hammons, Kevin Harvey, Miles Hercamp, Florence May, Sandy Miller, Willie McKinney, Dr. Harold Olin, Terry Tillett, Jan Viehweg, Dr. Lori Wean, Lacey Willard, Rick Wittgren, Becky Zapf, Kellie Johnson, Stephanie White-Longworth	<b>Time Called to Order:</b> 4:00 PM <b>Adjourned:</b> PM	
<b>Staff:</b> Mary Gibble, Marie Felver, Katie Ottinger, Carol Reynolds, Emily Wethington, Janet White, Laura Parker	<b>Chairperson:</b> Jan Viehweg	
<b>Absent:</b>	<b>Recorded by:</b> Katie Ottinger	
<b>AGENDA</b>	<b>DISCUSSION</b>	<b>CONCLUSIONS/ RECOMMENDATIONS</b>
<b>1) Call to Order</b> – Jan Viehweg		
<b>2) Consent Agenda Packet Approval</b> i. Board Meeting Minutes-June ii. Executive Committee a. July E-voting Minutes b. August Meeting Minutes iii. Finance Committee Meeting Minutes-August iv. Education Committee Meeting Minutes-August v. Grant Committee Meeting Minutes-June, July vi. Women’s Fund Committee Meeting Minutes-August		
<b>3) Partners in Excellence/Grant Impact</b> – Miles Hercamp		
<b>4) Finance and Operations</b> -Marie Felver i. Y-T-D Treasurer’s Report ii. Second Quarter Financial Reports iii. 2021 Spending Policy		
<b>5) Report from Staff</b> i. HCCF 2020 Goal Update, Strategic Planning ii. Community Leadership-Recovery, Implementation of LEI Grant iii. Development Update & Plan for Remainder of 2020 iv. P.I.E. and Heart for Hancock		
<b>6) Other Business</b>		
<b>7) Next Meeting</b>		November 19, 2020

### Upcoming Board Engagement Opportunities

Board Engagement Opportunity	Date	Time	Location
Imagination Library Celebration Week	September 14-18		

# Board Meeting Agendas

Side-by-side comparison



## Agenda 1

### August Board Meeting Agenda

1. Call to order
2. Finance report
  - a. Have we submitted our 990?
  - b. What about that report for the Walmart grant?
3. Toilet draining issue
  - a. Anybody know a good plumber?
  - b. Carl, can you fix it?
4. Bylaws update
  - a. Last updated in 2002.
  - b. Has everyone seen these?
  - c. Any ideas on changes?
5. Annual audit
  - a. Who wants to be on the Audit Committee?
6. Annual meeting
  - a. Coming up next month
  - b. Who wants to take charge?
7. New board members
  - a. Any ideas?
8. Adjourn

## Agenda 2

### Board Meeting Agenda August 20, 2020

<b>Committee:</b> HCCF Board of Directors		<b>Location:</b> Zoom (virtual)	<b>Date:</b> August 20, 2020
<b>Members Present:</b> Mark Anderson, Susan Bennett, Bob Bogigian, Susie Broome, Josh Daugherty, Darvin Fenter, Ryan Hammons, Kevin Harvey, Miles Hercamp, Florence May, Sandy Miller, Willie McKinney, Dr. Harold Olin, Terry Tillett, Jan Viehweg, Dr. Lori Wean, Lacey Willard, Rick Wittgren, Becky Zapf, Kellie Johnson, Stephanie White-Longworth		<b>Time Called to Order:</b> 4:00 PM <b>Adjourned:</b> PM	
<b>Staff:</b> Mary Gibble, Marie Felver, Katie Ottinger, Carol Reynolds, Emily Wethington, Janet White, Laura Parker		<b>Chairperson:</b> Jan Viehweg	
<b>Absent:</b>		<b>Recorded by:</b> Katie Ottinger	
AGENDA	DISCUSSION	CONCLUSIONS/ RECOMMENDATIONS	
1) Call to Order – Jan Viehweg			
2) Consent Agenda Packet Approval <ol style="list-style-type: none"> <li>i. Board Meeting Minutes-June</li> <li>ii. Executive Committee                             <ol style="list-style-type: none"> <li>a. July E-voting Minutes</li> <li>b. August Meeting Minutes</li> </ol> </li> <li>iii. Finance Committee Meeting Minutes-August</li> <li>iv. Education Committee Meeting Minutes-August</li> <li>v. Grant Committee Meeting Minutes-June, July</li> <li>vi. Women's Fund Committee Meeting Minutes-August</li> </ol>			
3) Partners in Excellence/Grant Impact– Miles Hercamp			
4) Finance and Operations-Marie Felver <ol style="list-style-type: none"> <li>i. Y-T-D Treasurer's Report</li> <li>ii. Second Quarter Financial Reports</li> <li>iii. 2021 Spending Policy</li> </ol>			
5) Report from Staff <ol style="list-style-type: none"> <li>i. HCCF 2020 Goal Update, Strategic Planning</li> <li>ii. Community Leadership-Recovery, Implementation of LEI Grant</li> <li>iii. Development Update &amp; Plan for Remainder of 2020</li> <li>iv. P.I.E. and Heart for Hancock</li> </ol>			
6) Other Business			
7) Next Meeting		November 19, 2020	

### Upcoming Board Engagement Opportunities

Board Engagement Opportunity	Date	Time	Location
Imagination Library Celebration Week	September 14-18		

# Reflection and Commission

Surfing smoothly with your board



# Fly High this Fall!

Cruise through the winding winds ahead

