Governance Webinar #4
Changing of the Guard!
LSC Leadership: Successful Leadership Transitions

Welcome/Introductions

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USA Swimming volunteer
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When an organization thinks strategically...

The Board of Directors:

Provides leadership that focuses the organization on the same goals.

Utilizes tools that allow your organization to function more effectively.

Can actually shape the future of your organization, not just react to it.
# An Effective Board

An effective board focuses on vision, mission, operates legally and ethically, plans strategically, makes the most of meetings, recruits and orients new members, and delegates effectively.

## 10 Basic Responsibilities of Nonprofit Boards

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<tr>
<th>Basic Responsibility</th>
<th>How It’s Carried Out</th>
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<td>1. Determine the organization’s mission and purpose.</td>
<td>Write mission as a group; review annually, post prominently</td>
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<td>2. Select the chief executive</td>
<td>Job description; careful search, pre-employment screening</td>
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<td>3. Support the chief executive and review his or her performance</td>
<td>Annual written review; frequent informal feedback</td>
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<td>4. Plan for the future.</td>
<td>Annual retreat/planning sessions, written strategic plan</td>
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<td>5. Determine, monitor, and strengthen the programs and services</td>
<td>Tie programming to mission, frequent review of programs, add new as needed, evaluate/eliminate underperforming programs</td>
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<td>6. Ensure adequate resources.</td>
<td>Examine fees as related to budget, fundraising as needed</td>
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<td>7. Protect assets and provided financial oversight.</td>
<td>Written policies and procedures, audit procedures, budget approval process, invested reserves</td>
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<td>8. <strong>Build competent leadership</strong></td>
<td>Recruit and orient new members; rotate, term limits</td>
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<td>9. Ensure legal and ethical integrity and maintain accountability.</td>
<td>Follow legal and USA Swimming requirements, file necessary paperwork, follow written policies</td>
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<td>10. Enhance the organization’s public standing.</td>
<td>Be a public advocate for the organization, communicate clearly through various methods</td>
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The Board Building Cycle

Process

People

Work

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Elements of Successful Leadership Transitions

Nominating/Governance Committee
Succession planning
BOD Recruitment
Board Manual
Board Orientation
Term Limits
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#1 Nominating/Governance Committee

- Identify/Enlist new BOD members
- Maintain the annual BOD calendar
- Monitor the Strategic Plan
- Enforce Term Limits
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#1 Nominating/Governance Committee

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#2 Succession planning
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#2 Succession planning

An effective Succession Plan requires the BOD to consciously and deliberately plan and invest in Board members so that leadership succession is assured.
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#3 BOD Recruitment

How do you know if a candidate is the right person for your board? ASK!

1. Why are you interested in our organization?
2. Why are you interested in serving on a board?
3. Do you have any previous board service, leadership, or volunteer experience?
4. How will the organization benefit from your participation? What kinds of skills or expertise can you offer?
5. What kind of commitment will you be able to make? Can we expect you to come to board meetings regularly?
6. What will you need to assure that your experience is satisfying?

The objective is to find willing, able, and committed board members.
Question:
What questions did YOU ask the BOD before agreeing to serve?

Type your answers in the chat box...

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#4 Board Manual

Board manual Table of Contents:

- Brief history of the organization
- Mission, Vision, and Values
- Board member job descriptions
- Roster of current board members which includes a brief bio
- Legal documents: Articles of Incorporation, Bylaws
- Board Rules & Regulations, Policies and Procedures
- Budget, financial statements, latest audit report
- Current strategic plan
- Overview of programs and staff information
- Committee information, assignments
- Past Board minutes
- Annual calendar
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#4 Board Manual

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#5 Board Orientation
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Every board has a culture
Every new board member needs an introduction to that culture

Orientation benefits the Board as a whole
Orientation benefits incoming Board members
Orientation benefits the Board that is in place
Question:
What is one thing you wish would have been included in your BOD orientation?

Type your answers in the chat box...
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#6 Term Limits

I hate the feeling of being replaced.

They won't tell you, I will…. You’ve over stayed your welcome. It’s time for you to leave!
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#6 Term Limits

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Questions?
Or if you would like to schedule an
LSC Governance consultant visit
(so I can come tell people on your BOD it’s time for them to leave):
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