

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, 2024, 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 2026 *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, 2024, 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.....	<i>Board Chair</i>
	What are you hearing from the field?	
4:15 – 4:20	Consent agenda*	<i>Board Chair</i>
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	<i>Strategic Planning Committee</i>
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	<i>Executive Director</i>
	What questions do we need answered?	
5:00 – 5:20	Gala Plans.....	<i>Gala Chair</i>
	Five ways board members can raise money for the Gala	
5:20 – 5:30	Executive Session (as desired)	<i>Board Chair</i>
	Adjournment	

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

