

WCCAO Executive Committee Minutes
September 19, 1988

draft
plus /
minutes

Present: Jany Arnold, Chair; Shirley Harper, Jim Schon, & Jewelogen New

Agenda:

1. Organizational Training Needs Assessment

The Committee ~~discussed~~ reviewed & discussed the report
~~supported~~ submitted by Ms. Arty Trost.

Essentials for Successful Boards

- A -
1. Include in orientation / develop a summary sheet
- November - 5:00 - 5:50 - Mike Kelley
→ (develop a virtual presentation for Bd. members not able to attend)
 2. ~~Bylaws~~ - state "Ad Hoc" & manner of proceeding
- Look at a Board Member handbook with info on Ad-Hoc Committees, work
- Set up notebooks for New Bd. Members (All in Nov.)
 3. (Annual Retreat for Goal Setting - est. a leadership Corp.)
- ASK what this means -
 4. Not a shortcoming / not engaging Bd members -
will add this to the notebook / Bd Chair & Exec Dir meets

B. - Operational Strategies for Bd.

- * Will utilize Bd. App. expertise in appt. comm. (will meet personally upfront & check in regularly)
Board Chair meets w/ new members or Vice Chair -
informally / Personal contact w/ Bd. memb. & EX

C. Planning

- d/a feel that people need The Needs Assn.

D. Evaluation

- will put this in place this yr. / part of our contract

E. Mag. Change

- again, feels like this is coming from peop who d/a feel engaged.

F. CoOp. Action in The Comm. -

- Primary Summary of involvement & deep that before the Bd. - (include in Annual Report / -

G. Personnel -

~~add to orientation~~ for role vs staff role /
include in handbook / look at including in
~~Annual Report~~

H. Financial -

- * Foot note all variances w/ more info on why
- * Jim: display if we're heading into a deficit or surplus
- * Wes: will collect examples -

I. Fundraising -

* improving communication: Speaker's Bur.,
Per Dev. Dept.

J. Legal Issues -

Orientation handbook

K. Marketing

Per Dev Dept

L. P.R. -

" " "

M.

- Cont. checking in w/ people not being involved /
- frequent exec Comm.