Mission Moment

•Share with the board an example of how your mission is being experienced by a constituent or member in a meaningful way. This should be something that helps board members to connect, on a personal level, with the mission of the organization and reinforces why they joined the board. It should also be a story they could share with friends and potential donors

Inverted Board Agenda

Strategic Issue

Allow 20-30 minutes at the top of every meeting to discuss an issue of significance for the organization or the board. This is not meant to be a management or operational issue. Nor is it a presentation from staff. It is an issue that will impact the organization in the long run (i.e., strategic planning, funding, policy, governance, the opportunity to provide new programs or eliminate programs. New Business is also a topic that may be addressed here.

Actions for Vote

- If there are several actions which require a board vote, identify them and bundle them for action early in the meeting. If one of the action items will require extensive debate, consider it for your strategic issue discussion.
- If anyone needs to leave early, you will still have a quorum to vote on what needs to be approved

Consent Agenda

- •Items that do not require discussion, such as approval of minutes, the Executive Director's Report, Committee Reports, and even Financial Reports if your finances are tracking to budget, should be approved with one vote. These items should be mailed in advance of the board meeting.
- A board member may take any item off the consent agenda and ask for it to be considered independently under actions for vote.

Updates and Info

 Announcements, general information, updates, etc. may be presented at the end of the meeting. These don't require votes, so if your meeting runs long and people can't stay, you will not lose the opportunity for a vote.

