

**Meeting Agenda**

**Committee: Strategic Planning**

*Date:* Thursday, June 4, 2020

5:30 – 7:00 PM

Join Zoom Meeting

<https://zoom.us/j/98308979291?pwd=Y2U1cGw4WmdXOHRsRHY3R1ZzRXlIdz09>

*Attendees: Mary Barrett, Bob Butts, Matt Gerard, Kitty Parker, Mike Walsh, Terry Teale, Mickey Lahmann, Jody Suhrbier*

# Agenda:

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| **Topic** | **Discussion Leader** |
| **Review SP 2020-2024 Consensus Document**  **Moved and approved to take to the board---advancing to the board with added section on Board Actions** | Mickey |
| **Current Events Discussion:**  Jody gave highlights of what actions are taking place at the DRC in response to the recent events on racial equity and social unrest.  We recognize these issues need full board discussion and pariticpation and that addressing meeting the needs of our community that we include social justice/racial equity as topics as well as the “housing insecurity”. | Jody |
| **Developing 2020 ACTIONS for the Board of Director section (below sections)**  **Recruit board members who reflect communities we serve**   * Conduct analysis to target recruitment efforts * Educate board members on cultural awareness * Institutionalize onboarding training for new board members   **Expand fundraising capacity of the board**   * Continue fundraising trainings * Support active participation by all board members in fundraising, including hosting table at Toast * Develop board member outreach plans designed to nurture and grow donor base   **Strengthen Board Governance Effectiveness**   * Conduct annual self-assessment * Create an action plan for developing board effectiveness * Implement modified Board and Committee meeting schedule Develop a succession plan for board growth | All |
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| **See attached notes** |
| Discuss future SP committee actions to monitor the plan: create a dashboard for all of us to attend to; |  |

Next Meeting Day & Topics: July—no meeting**; August 6**

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| **Actions Taken** | **Person Responsible** |
| Take notes from the homework section of the Board of Directors’ Action plan and create a dashboard for our continued monitoring of the plan | Kitty offered |
| Have members of SPC stay apprised of board Operations updates via the Board Portal to keep abreast of progress |  |
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| **Idea for Homework prior to SP Meeting:**  Please jot notes for us to consider in the sections below | |
| **BOARD OF DIRECTORS** The Board of Directors will work together with the Executive Director, staff and volunteers to actively support the goals of the Dispute Resolution Center. | |
| **2020 Plan Components** | **Ideas for Actions** |
| **A. Recruit board members who reflect communities we serve** |  |
| * Conduct analysis to target recruitment efforts * Educate board members on cultural awareness * Institutionalize onboarding training for new board members | What’s been done:   * + Gap analysis has been done and recruitment committee using that   1. Education calendar— then what else? * Materials on portal and our bd survey gave us ideas on better onboarding with new board members * Include ideas from new members that would enhance our work as developing our new and ‘old’ members * Board buddy description booklet, like a check list—to help that routine be effective, 90 days, next chunk, etc. realistic about the time commitment on both parts; periodic check ins to debrief topics, etc. Include the ED as possible (curriculum to know before you are a buddy) access and connectedness * Maybe help create a level of understanding and experiences on the path to board involvement and leadership * Consider how to involve legacy members, volunteers to help with onboarding-- * Annual check-ins on board commitments with the ED and exec; leadership positions? Succession; commitments of level * Increase board access and encouragement of training they can be involved with… * Different levels of confidence –how to assist all board members with ability to not know things…. ok to be developing * Let’s get a PLAN for developing our cultural humility; Remember we can do some other actions to build our culture awareness that should be ongoing for our board.. |
| **B. Expand fundraising capacity of the board** |  |
| * Continue fundraising trainings * Support active participation by all board members in fundraising, including hosting table at Toast * Develop board member outreach plans designed to nurture and grow donor base | * Have done: fundraising on ed calendar; reinforce expectation for board member hosting tables; * Insert expectation for more than the Toast to engage in each year…. what options are those? * Business partnership campaign---stories; teams? * Annual check in process—how they feel about their contributions overall— * How might members connect us to funders with specific projects—use their contacts to seek organizations--leveraging * Create communications to continue to include our DRC guests—nurture our based—keep relationship alive and vibrant |
| **C. Strengthen Board Governance Effectiveness** |  |
| * Conduct annual self-assessment * Create an action plan for developing board effectiveness * Implement modified Board and Committee meeting schedule * Develop a succession plan for board growth | Done: self-assessment; engagement survey done in Jan 2020;   * Calendar modification: May off; July picnic; August relax; Will it work for 2020-21? An attempt to honor the feedback re: using our time; retreat topic? * Keep board development alive: Tool to check in to our assessment; board buddies; at retreat? * Assign to the exec board to follow up on interests from the engagement survey—officer? Chair? * Annual engagement survey— * Maybe consider board members meet e/o month in a more informal to develop our relationships; enticing to new members; Scheduling considerations with those with limited time (Nov retreat day as example) |

My ideas for how we might **Monitor** the Strategic Plan throughout the year:

Create Dashboard for our continued progress checks and celebrations!