

# Welcome A-Board: Board Leadership Basics

## You're serving on a board—now what?

This popular program for local community-based boards covers a number of topics to help board members and their organizations become more effective in their efforts. The following topics in each session are available to be offered as a group or as individual modules:

### ***Session 1: Roles and Responsibilities of Board Members/Effective Meetings***

- Organized Groups – How Do They Function and What Is Your Role When Asked to Serve?
- Duties and Responsibilities of Non-Profit Board Members
- Organizing and Leading Productive Meetings
- Agendas to the Rescue!
- Basic Parliamentary Procedure

### ***Session 2: Understanding Fellow Board Members/Conflict Management***

- Generations – Adapting Volunteers of Different Ages
- Behavioral Styles
- Managing Conflict in Groups

### ***Session 3: Financial Responsibilities, Fundraising, Legalities, and Ethics***

- Financial Responsibilities of Boards
- Fundraising and Managing Grant Revenue
- Legal and Ethical Issues for Boards

### ***Session 4: Strategic Planning***

- The Importance of Strategic Planning
- Designing a Strategic Planning Strategy – Part 1
- Designing a Strategic Planning Strategy – Part 2

Interested in attending one or more of these lessons as an individual or board? Contact your local K-State Research and Extension office for more details:



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