

Yes! I'd like to attend!

Name: _____

Organization: _____

Email: _____

Phone: _____

Indicate the sessions you plan on attending. All sessions include materials and lunch.

- I will attend all five sessions and receive a free copy of *Ten Basic Responsibilities of Nonprofit Boards* (\$50)
- Get on Board! Essentials for Nonprofit Leaders. November 13, 2009. (\$10)
- Financial Responsibilities of the Board. January 22, 2010. (\$10)
- Managing Effective, Efficient & Enjoyable Board Meetings. March 19, 2010. (\$10)
- Succession Planning through Leadership Activities. April 16, 2010. (\$10)
- Leading in a Changing Environment. May 14, 2010. (\$10)

Payment:

- Check is enclosed (Amount): \$ _____
- I will pay at the door.

Please fill out this form and send with check or fax registration to:

Kewaunee County UW-Extension, 810
Lincoln Street, Kewaunee, WI 54216

Fax: (920) 388-7159

Each workshop will include a lively presentation of material and ample time for participants to ask questions and learn from one another. The presenters of these workshops will be Claire Thompson, Community Development Educator For Kewaunee County UWEX and Rob Burke, Community Development Educator for Door County UWEX.

All workshops will take place at the Farm Market Kitchen in Algoma, from 11:00 a.m. to 1:00 p.m. on the dates listed inside this brochure.

The cost for the five-part series is \$50, which includes handouts, lunch and a free copy of the book *Ten Basic Responsibilities for Nonprofit Boards*, by BoardSource. Participants may also sign up for individual workshops for \$10 each. To register, please call 388-7141. If you have any questions please contact Claire Thompson, Kewaunee County UW-Extension at (920) 388-7141 or Rob Burke, Door County UW-Extension at (920) 746-2260

This workshop series would not have been possible without a gift from the

Dominion Energy

Foundation.

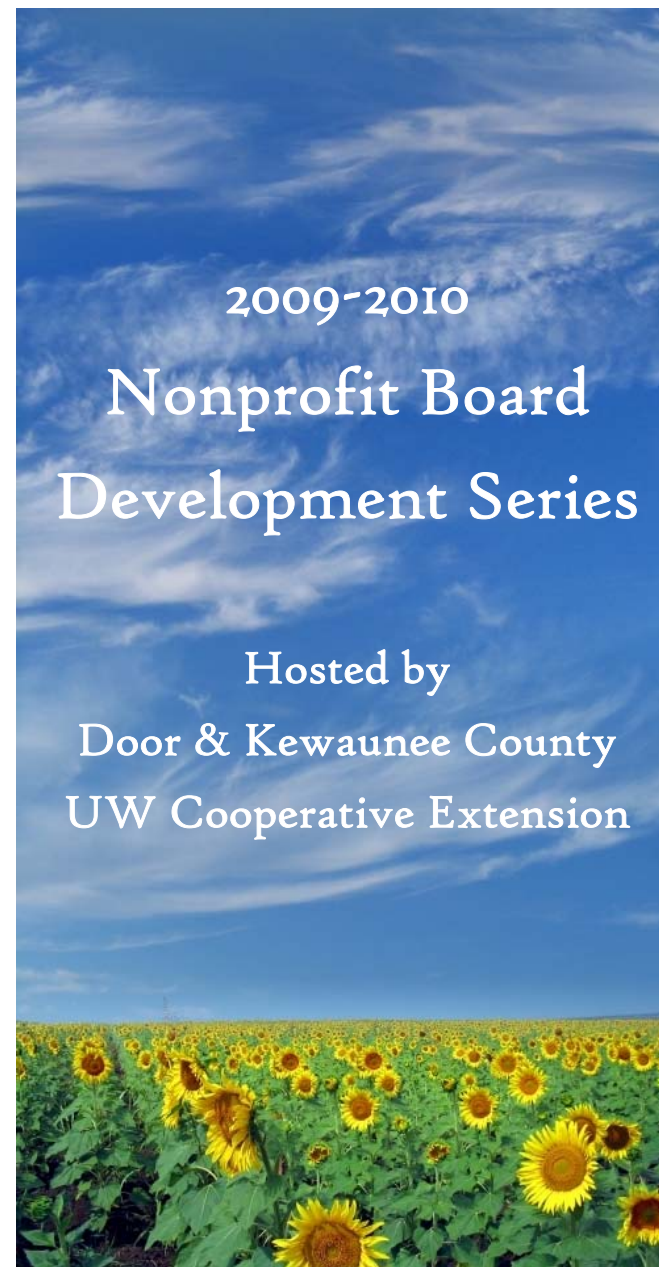
Thank you!

To ensure equal access, please make requests for reasonable accommodations as soon as possible prior to the scheduled program, service or activity. If you need this material in another format, please contact Kewaunee County UW-Extension at 388-7141.

University of Wisconsin-Extension provides equal opportunities in employment and programming, including Title IX and ADA requirements.

UW
Extension

Learning for life



Is your board working to its potential?

About the Series

This series has been designed to help new and existing nonprofit board members:

- understand and meet their basic responsibilities
- lead your organization through change
- become a high performing and efficient board.

Each session will include a lively and informative presentation and ample time for participant questions and discussion. All board members are invited to attend the series.

All workshops will take place at the **Farm Market Kitchen in Algoma**, from 11:00 a.m. to 1:00 p.m. and the fee includes lunch. Although participants are not required to attend all five workshops in the series, it may be helpful as the material will build on itself from one workshop to the next.

Workshop Sessions

1. Get on Board! Essentials for Nonprofit Leaders. November 13, 2009. This workshop will introduce board members to the fundamentals of effective governance by defining the basic roles and responsibilities of the board. Participants will cover topics such as: board roles, legal obligations of boards, characteristics of effective boards, implementation of goals, and board responsibility for its own performance.

2. Financial Responsibilities of the Board. January 22, 2010. Participants will have a solid understanding of their fiduciary responsibilities, learn about financial systems and policies, and develop a working knowledge of nonprofit financial statements.

3. Managing Effective and Efficient Board Meetings. March 19, 2010. Skills and processes for meetings that foster positive group dynamics and good decision making are critical to board engagement and commitment to the organization. This workshop will provide examples and scenarios that can be taken back to your meetings.



4. Succession Planning. April 16, 2010. Smooth leadership transitions are key to instilling confidence among funders and other stakeholders of your organization. This session will cover how to plan for and recruit board leaders, manage continuity during executive transitions, and establishing policies and procedures to deal with transition.

5. Leading in a Changing Environment. May 14, 2010. The rate of change to which organizations are having to adapt today is greater than at any time in history. This workshop will focus on a “what to do” approach, the focus will be on: leadership styles and response to change, overcoming resistance, initiating change, accommodating change and utilizing skills of the people “around the table.”

For more information please call:
Claire Thompson, Kewaunee County
UW- Extension at (920) 388-7141
or Rob Burke, Door County
UW- Extension at (920) 746-2260