

Rebecca Schueller Training & Consulting presents:

Developing the Fully Effective Board: An Organizational Capacity-Building Workshop

A Half-Day Training (9:00 am-1:00 pm) or (3:00-7:00 pm)

Workshop Description: Nonprofit boards are complicated... because nonprofits are unique. They operate in challenging circumstances, and are not as clearly understood as the business, education, and government sectors. Are you a new board member or a long-time board member wondering if you're really doing what you should as a board member? Even after many years of board service, some board members are frustrated. While they support the organization's work 100%, they don't fully understand their capacity to make a meaningful impact and their primary responsibilities as board members. Some boards are highly functional and have open communication. On other boards, there is a small cadre of members who set direction and make the "real" decisions. Even strong, assertive individuals have moments during board meetings when they are uncomfortable expressing their opinions on an issue or decision. Some boards love their executive directors and feel very lucky...others do not. Many executive directors feel over-stressed and under-supported. In a world of seemingly diminishing resources, how do we continue our important work? Join your board colleagues to discuss these challenges and gain resources, ideas, and strategies to support your vitally important community roles as nonprofit board members.

- Discuss the four primary roles of nonprofit boards in *common sense* language while still addressing the Minnesota Attorney General's standards for Duties of Care, Obedience, and Loyalty
- How do we move beyond "compliance" issues at board meetings to discuss if we're really meeting our mission?
- Our board doesn't have time to do strategic planning every year, but how do we figure out if we're on track and set priorities?
- Besides chairing meetings, what should I be doing as the Board Chair?
- What are my responsibilities as an individual board member and how do I make a meaningful impact?
- I think our Executive Director does a good job, but there are some changes I think will really move our organization forward...how do I say that?
- What is a healthy process for the annual Executive Director evaluation? Our board procrastinates every year because we don't enjoy this role!
- I'm not on the Finance Cte., do I have to review the audit and Form 990?
- What do I do if staff members approach me with concerns about the organization?

Intended Audience: This workshop is designed for new board members, longtime board members, executive directors, and others who want their boards and organizations to function more effectively and contribute to meaningful community impact.

❖ **Rebecca Schueller Training & Consulting, LLC** ❖

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Website: www.bemidjiconsulting.com

About Your Trainer

Owner and principal consultant Rebecca (Becky) Schueller has three decades of experience working with national, urban and rural nonprofits, community groups, tribal organizations and small businesses. In addition to 25+ years of management and leadership experience with nonprofits, Becky has served multiple community agencies in Chicago and the Bemidji area in Board, committee, and consultant and training roles. Becky brings a perspective to this training informed by her experience as a nonprofit board member, board chair, and as an Executive Director.

In 2018-19, Becky served as the Continuum of Care Coordinator for 12 counties in Northwest Minnesota, assisting with allocation of HUD funding for housing and homeless services. In 2018, Becky trained new grant writers and grants management staff for Leech Lake Tribal Development. Becky served as Executive Director for Evergreen Youth & Family Services in Bemidji for nearly 16 years (2001-2017). Evergreen's \$1 Million budget more than doubled during Becky's tenure and the staff grew from 20+ to 40+ members. After relocating to Minnesota in 1998, Becky developed the first *Catalog of Philanthropy* for the Northwest Minnesota Foundation, served as a Business Development Specialist for the Native American Business Development Center and worked for the Midwest Alliance of Sovereign Tribes in Cass Lake.

About Rebecca Schueller Training & Consulting

Rebecca Schueller Training & Consulting delivers services designed to support staff and board members in nonprofits/tribes/cities/counties/ and small businesses working to create community impact develop well functioning work environments. Services help Boards of Directors, CEOs and staff build on existing strengths and make needed changes to advance their work. Becky can help your organization create a board/CEO partnership, develop supervisor-staff designed alliances, conduct meaningful strategic & program planning, build stakeholder investment in your organization and explore new approaches and resources. When your organization faces challenges (or new opportunities), ask Becky for advice.

Professional Endorsements

I have had the privilege to work with Rebecca as an Evergreen board member and community professional over the last nine years. ... During Rebecca's tenure with the agency she was responsible for obtaining, organizing and leading the agency through millions of dollars in funding to provide programming and services to the highest risk and most vulnerable youth in our community.

Katherine Houchins, MSW, LISW, Director of Case Management & Behavioral Health, Sanford Bemidji Medical Center

Becky has provided outstanding support and guidance to our local food shelf. She is smart, gracious and brings a world of practical experience to her work. We were looking for help in re-organizing our board structure, and Becky provided the tools and wisdom to guide us through our transition. Her warm and friendly style make her a pleasure to work with. It is a pleasure to recommend her.

Jim Fretheim, President, The Bemidji Community Food Shelf Board

REGISTRATION FORM

The Fully Effective Board: A Workshop to Build Board Capacity

Tues., April 23, 2019 – 3:00 p.m.- 7:00 p.m.

Location: Beltrami Electric Cooperative – Bemidji, MN
4111 Technology Drive, NW

Thank you for *printing* your information on this form!

Please use a separate form for each individual being registered.

Name: _____ Position: _____

Organization/Tribe: _____

Email: work _____ or personal _____
Workshop communication will occur via email. Please check one: Email works or Snail mail needed.

Cell Phone: _____ Work: _____
For emergency notification/cancellation only (please include the area code for both #s)

Mailing Address: _____
Street # & Name City State Zip

Potluck Meal: Water, coffee, and tea will be provided. The Food Shelf asks that you please bring a dish to share (We're not choosy: a homemade dish, deli pick-up or take-out is fine). If you have special dietary restrictions, please bring something that works for you or feel free to brown bag it.

Registration & Payment: Register online at www.bemidjiconsulting.com/trainings. For paper registrations, please complete, scan, and return your registration form via email to Becky@bemidjiconsulting.com. **The fee is \$50.00 if received by Monday, April 8.** After April 8, the fee is \$60.00. Please send a copy of your registration and a check payable to Bemidji Community Food Shelf to: BCFS, 1260 Exchange Ave SE, Bemidji, MN 56601, Attn: April 23 Board Training. Please note that all registrations are final. See the cancellation policy below for details.

Questions: Please email workshop questions with your contact information to:
Becky@bemidjiconsulting.com.

Cancellation: We understand that your schedule may change. To reduce wear and tear on the Food Shelf's small staff, your workshop fee will be treated as a BCFS contribution if you have to cancel. You may send a substitute attendee at any point (notice of name change appreciated for the attendance certificate). The workshop will run unless electricity is not available at the venue or the venue closes for the day. You'll be informed via a text or email the morning of the workshop.

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