Vibrant Leadership

Diversity, mix of new & returning leaders, leaders in the wings
Empower your board

• Orienting
• Training
• Better board meetings
• Counter attention fatigue
How do your board meetings shape up?

> Add comments in chat
How to start a movement

https://www.ted.com/talks/derek_sivers_how_to_start_a_movement
What did you spot?
Signs of an effective meeting!

- Advance Agenda
- Come prepared
- Focus
- Sharing not DOMINATING
- Start & End on time
- Parking lot
- “No comment” ok, silence & absence not
- No side conversations
- Ground rules
- ACTION LIST
Beyond the meeting

In advance
- Agenda ... with assignments
- Pre-reading
- Easy to join ... send details day of

After & Between
- Action items for everyone
- Follow-up materials (brief) immediately
- Check-in with attendees individually
- Quick updates
Consent Agendas

In advance
- Chair determines consent agenda items
- Distribute consent agenda & associated documents
- Board reviews & raised questions; shared responses

During & Follow-up
- Ask if any items needs to be moved; moved to immediate discussion or delayed
- Read out consent items, move to adopt, vote
- Include full text etc. in minutes

https://www.boardeffect.com/blog/what-is-a-consent-agenda-for-a-board-meeting/
Build in engagement

Put it in the agenda
Icebreaker, chat, poll, breakouts, shared doc editing

Keep on track
Parking lot, timekeeper, agenda with outcomes for each item

“Force” it
Nicely ... with discussion techniques like round robin where you can say pass

Avoid reports!
Consent agenda or simply prompt: what stands out for you in the report

Move the conversation
Use techniques like Fist to 5, Consensus cards, polls

How’d we do?
Ask each to rate their involvement & the team’s involvement
Virtual tips

- Start with their name to cue for unmute
- Add pauses regularly
- Label emotions
- Have a cue to raise hand (vocal or Zoom reaction)
CONNECT!

@peggyhoffman
301.725.2508
phoffman@marinermanagement.com
PeggyHoffman