

Best Practices of Building a Chapter Board

Be diverse-

Have people from different generations on the board. If you are all the same age you know all the same people. Diversity will bring different ideas, situations, perspectives, and energy. Have both single people and married couples. Our board members are in their 20's, 30's, 40's, 50's, 60's, and 70's.

Be consistent-

Hold board meetings at the same time each month, have agenda and a focus. We are always looking ahead at least 6 to 12 months. Always begin and end on time. People are so much more willing to participate when they know what to expect and that you honor their time. If people want to socialize we do so after the meeting.

Be accommodating-

Even though I am an early morning person and would like to hold board meetings in the day when my kids are at school I hold them at 8:00 p.m. at night to accommodate the board members that would like to participate but can only do so once their kids are in bed or that have work schedule that wouldn't accommodate meetings held in the day.

Be appreciative-

I host a summer BBQ for the board members and a Christmas party. We spend 20 minutes on business and then just socialize. Last meeting started out with an Italian soda bar.

Be willing to delegate-

Every board member has a title and a responsibility. Your life will be much better if you make assignments, delegate responsibilities and give them decision making authority. Give them the ball and let them run. If you have staffed the board with responsible people they will do a great job.

Have good follow through-

Secretary takes notes at each meeting and emails them to all board member; we include all assignments that were made at the board meeting. When making an assignment it helps to have a date by which you want it accomplished. I ask them to email and let me know the outcome. Next board meeting we review the previous month assignments.

Be Inventive-

Missionaries, Ward bulletins