

# Board of Director – Effectiveness Program

These programs are based on the direct link between the behaviors and actions of your Board of Directors and the overall performance and effectiveness of YOUR credit union.

## Board of Directors Orientation

*“Credit Unions – A World of Difference.” Who are we and how we differ.*

- An organization of people, not dollars
- Board of Directors’ Profile
- Board duties and responsibilities
- Board / CEO relationships
- Board Communication
- Introduction to Board Succession Planning
- Introduction to Board Self-Evaluation

One to two hour on-site training session. *\$300 plus expenses (travel & handout production)*

## Board of Directors Training and Development

*Like development of other types of teams, Board development is a process. The following interventions are offered as a progressive methodology for developing Board competencies, methods, and practices.*

### I. PART ONE – Board Duties, Responsibilities, and Orientation to Credit Union Policies

- Introduction to Credit Union Director Duties & Responsibilities
- Orientation to YOUR Credit Union
  - Organizational Structure
  - Compensation Plan
  - Financial Reporting and Information
- Board Policies & Procedures
- Strategic Business Plan
- Succession Plan
- Personnel Manual
- Product and Service Overview

Four to six hour on-site training and orientation event. This session is intended to educate the Board on duties and responsibilities and introduce / review current credit union Board and organizational policies and practices (no development). *\$750 - \$1,200 (plus travel and materials expense) depending on the scope and magnitude of the Credit Union practices review.*

### II. PART TWO – Board of Directors Guiding Policies and Principles

- Develop Directors’ qualifications and education requirements
- Introduction to sample director, board officers, and committee member job descriptions, including duties and responsibilities\*
- Develop Board of Directors’ code of ethics and profile
- Board of Directors’ agreement – the acknowledgement of and agreement to conform to the terms of being a Director
  - \*Customization of job descriptions will be performed at an additional charge

Four to six hour on-site workshop. *\$1,500 plus expenses (travel and materials)*

### III. PART THREE – Board Effectiveness

#### Assessment & Review Survey

- Board of Directors Evaluation (self-assessment survey of current directors with facilitated review of survey results plus workshop to development improvement plans)
- Director Self Assessment
- Full Board Performance Assessment

OnBalance will coordinate an individual Director and Full-Board self-assessment survey, tabulate results, and prepare a written feedback report of responses / findings. *\$750 plus survey expense*

#### Board Performance Action Plan: Following completion of the Assessment & Review Survey,

- Define Key Performance Action Areas
- Identify Improvement Alternatives
- Develop Action Plans and Time Schedules

Four to six hour on-site workshop. *\$1,500 plus expenses (travel and materials)*

### IV. PART FOUR – Board Succession Plan Development

- Components of effective succession planning
- Board talents / competencies needs assessment
- Development of Director qualifications
- Recruitment
- Candidate assessment

Four to six hour on-site workshop to develop components of credit union board succession plan and Success Plan document / policy document development. *\$2,000 plus expenses (travel and materials)*