

# FILL YOUR TOOLBOX


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Nonprofit Consulting



**Board  
Development**

Presented by  
Lydia Floyd

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INTRODUCTIONS

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## TOOLBOX CONTENTS

- GOD's Finances*
- Board Development*
- Succession Planning*
- Event Planning*
- Nonprofit Management*


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# BOARD DEVELOPMENT

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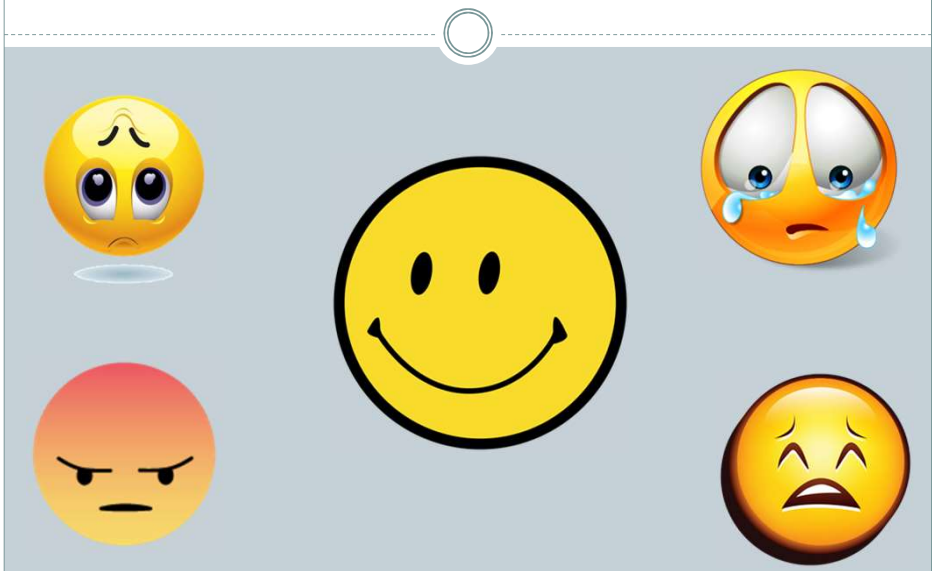
**Poll**

**POLL #1**  
Who are you? And how are you connected to your church?

- Church Leader – Pastor
- Church Leader – Deacon
- Church Committee Member
- Church Member
- Nonprofit Leader
- Other

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People



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**Is your board dysfunctional?**

**What does a  
high functioning  
board look like to  
you?**

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**Teams**



**BREAKOUT ROOMS**

**What is the structure  
at your church?**

**Is it working?**

**What do you recommend?**

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## Skills



### Areas – you need help

Outreach  
Accounting  
Legal & Governance Resources  
Discipleship  
Membership  
Hospitality  
Worship Arts  
Family Life



#### **POLL #2**

**What areas do you need help?**

- 1. Outreach**
- 2. Accounting**
- 3. Legal & Governance**
- 4. Resources**
- 5. Discipleship**
- 6. Membership**
- 7. Hospitality**
- 8. Other**

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## Resources

Skill sets / Govern  
Personal Giving  
Gather financial or In Kind Support  
Advocate - Connections

Skill sets / Govern  
Personal Giving/ Tithe  
Gather financial or In Kind Support  
Advocate - Connections – New members

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## Tools

Diversity Grid /  
Recruitment Matrix

Board Self Assessment

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**Sample Recruitment Grid for ABC Non-profit Organization**

Yellow highlighting signifies potential recruitment areas	Board Member A	Board Member B	Board Member C	Board Member D	Board Member E
Board Term	'05-'07	'06-'08	'06-'08	'06-'08	'07-'09
<b>RACE</b>					
Caucasian	X		X		X
African American		X			
Hispanic					
Asian Pacific					
Native American				X	
<b>AGE</b>					
18-25	X		X		
25-35		X			
35-45					
45-55				X	X
55-65					
65+					
<b>GENDER</b>					
Male	X	X	X		X
Female				X	
<b>WORK STATUS</b>					
FT employed		X			X
PT employed			X		
Retired					
Homemaker				X	
Other	X				
<b>PROFESSION</b>					
Banking/Finance			X		
Non-profit					
Real Estate					
Education		X			X
Health Care					
Insurance	X				
Retail					
Restaurant/Food Service					
Hotel & Lodging					
Government					
Other				X	

COMMUNITY LEADERSHIP AFFILIATIONS					
Church Member		X		X	
Charter of Commerce					
Professional Society Member		X	X		
Business Organizations					
Government/Local/Official					
School Leadership		X		X	X
<b>EDUCATION LEVEL</b>					
High School/Some College			X		
College Graduate					
Master's Degree		X		X	
PhD					X
Other Certification					X
<b>FUNDRAISING EXPERIENCE</b>					
Event Planning		X	X		
Major Gifts					
Information Management				X	X
Grant Writing					
Raffles or Auctions		X			
Walk-a-thons					X
Telemarketing				X	
<b>COMMUNICATIONS EXPERIENCE</b>					
Media Contacts				X	
Press Releases					X
Television Interviews					X
Radio Interviews					X
Web Sites		X			X
Brochures		X			
<b>BOARD POSITIONS HELD</b>					
President					
Vice President				X	
Secretary					
Treasurer		X			X
Committee Chair					

Prepared by *do good* Consulting, www.dogoodconsulting.org



# BOARD

## EVALUATION

Board evaluation is an approach to improving governance --- with the intent to maintain a high performing board. The chief elected officer (not staff) leads the process. Input will be treated with confidence.

Indicate your understanding of and offer recommendations for these governance aspects.	Very Comfortable	Somewhat Comfortable	Somewhat Uncomfortable	Very Uncomfortable	Not Sure N/A
<b>Mission and Strategic Direction</b>					
1. Board efforts advance the mission, vision, values and goals.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. The strategic plan portrays an image of the organization in 3, 5 or 10 years.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Meetings and agendas are organized to achieve the mission and goals (and avoid operating matters.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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### Sample Self-Assessment Survey for Board Members

I know the mission of our organization and I can communicate it to others.  
 Yes      No

The Internal Revenue Service designates our organization as a 501(c) nonprofit organization. Yes      No

I understand the basic responsibilities and operation of our church.  
 Yes      No

I understand my responsibilities as a member of this board.  
 Yes      No

I enjoy participating on this board because (check all that apply):

- [            ] It gives me a feeling of accomplishment.
- [            ] The organization contributes to my quality of life.
- [            ] The organization supports my personal interest
- [            ] The meetings are well managed and efficient.
- [            ] The meetings are socially enjoyable.
- [            ] It helps me professionally.
- [            ] I am very involved in specific activities of this organization.
- [            ] I do not enjoy my participation on this board.

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**Results Tabulation for  
Individual Self-Assessment Survey**

\_\_\_\_\_ % of the board know our MISSION.  
\_\_\_\_\_ % of the board know our NON-PROFIT STATUS.  
\_\_\_\_\_ % understand the basic RESPONSIBILITIES  
AND OPERATION OF our church

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**BREAK**

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**POLL #3 – Yes, No, Idk, N/A**  
**We elect our board members?**  
**We appoint our board members?**  
**We onboard our board members?**  
**We have terms for our board members?**  
**How long are your terms?**

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Process

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**BREAKOUT ROOMS**

**Should you have elections?**

**Nominating Committees?**

**How do you onboard new members?**

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## Support



Availability  
Governance  
Oversight  
Action  
Committment

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## Commitment Documents



Application  
Pledge  
Agreement  
Letter

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**THANK YOU, THANK YOU, THANK YOU!!**



**Treat Board Members  
like donors  
and volunteers.**

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Questions

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**Thank you!**

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