

Week 3- Your Board

Happy September!

This week's email is going to be about [working with your board members and being a cohesive board](#).

As President, one of your greatest assets can be your board. These people are members you can turn to for help and support and can become some of your best friends. You want your board to be a group of people that you can trust and get along with so here are some tips on how to create those kinds of bonds with your board members:

Plan a Board Retreat

Here are some of the benefits to having a board retreat:

- **Get time to get to know each other:** It's a special weekend where the board members have to spend time with each other without any distractions from daily life. **Play icebreakers, plan some team-building exercises or just use free time** to really get to know each other. The better you know your board members on a personal level, the easier it is to work with them because respect and trust are really important in working as a group. Not only are those things important in working well as a group, but it also reflects on the members as well. If the board members are all friends with each other, they will have more fun in what they do and this will affect how members see the club.
- **Make goals:** Again, without the distractions, this is a good time to buckle down and really talk about what you want to accomplish in the year. **Make sure to let the board members know what your expectations are of them.** If you get a chance, sit with each of the board members as well and discuss goals specific to each position. It is also important to discuss how you want to achieve these goals as well. Having a board retreat is a great opportunity to have these discussions because they are in person and they won't get pushed back to try to fit them in busy schedules.
- **Leadership Training:** Especially if some of the members were unable to attend District Convention or Spring Training Conference, this is a good chance to discuss what you expect from their positions. **If the immediate past positions are still available,** have a couple of hours where they can come to the board retreat and have one-on-ones with their successors. **Remind them that their most important role is to be a member first.** This means leading by example by going to service events, district events (including workshops), etc. They just also happen to have other roles in the club. Members are an essential component to Circle K and it is critical for the board members to remember that that is their most important role as leaders.

***Attached is a document on important tips to planning a board retreat.

Board Members Who aren't Being Responsible

[Inspire them](#) by reminding them why they want to be in the club. Make sure they realize the consequences of them not doing their job, which will remind them why they are so important to the club's success.

- Sometimes the reason they might not be responsible is because **there is a lack of interest or a personal issue**. Try to make sure they are able to communicate with you by talking to them as a friend and hopefully they will be more responsive and honest. If not, see if there is someone that they are more open to see why they aren't doing their job. This is why **having a board retreat can be so important** and really help you get to know your board members.
- **Hold them accountable** by having them give board reports to update the other board members on what they are doing. You can also come up with a monthly report form that outlines their accomplishments and goals. Not only does this help you keep track of what they're doing but it keeps the communication lines open. It also avoids misunderstanding when sometimes there is work being done that may not be visible to the rest of the board members.
- Sometimes board members won't respond to phone calls or emails. **Make sure you're not calling them just to talk about work**. Let them know that you are interested in their welfare and how they are doing. Hang out with them outside of club activities. Leave interesting phone calls such as singing their favorite song. Again, it really helps locating people if you are friends with your board members and know each other on a personal level.
- Be sure that you hold yourself in a way in which your board members can respect you. This means being responsible for yourself, having integrity in your work and treating others with respect as well.
- If you really are having a problem with a board member and it is dragging the club down, **you may have to talk to them about resigning**. This should be used as a last resort but it can open up the opportunity for a new member to get involved with a leadership role and you can only do so much before it becomes a detriment to you and your club.

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Again, if you have any **comments or suggestions**, I'd love to hear them.

For more resources and ideas, check out our website at [www.cnhcirclek.org](http://www.cnhcirclek.org). There's a TON of information that's not covered in this email which is there for YOU!

Questions? You can email me at [mde@cnhcirclek.org](mailto:mde@cnhcirclek.org) or call me at (858) 740-8334.

Until next week :)

