

## Board Retreat Sample Agenda 2

*Board Self-Assessment  
Creating a Legacy*

Date

**Attendees:**

**Facilitator:**

**Please bring:** An engaged and reflective mind, energy, and a commitment to highly effective governance!

<b>15 minutes</b>	<b>Welcome</b> <ul style="list-style-type: none"> <li>• Overview and goals for the session:           <ul style="list-style-type: none"> <li>○ Develop a common understanding of the results</li> <li>○ Identify priorities</li> <li>○ Develop thinking around priorities</li> <li>○ Create an action plan</li> </ul> </li> </ul>	Setting the Stage
<b>45 - 60 minutes</b>	<b>Results of Board Self-Assessment</b> <ul style="list-style-type: none"> <li>• Areas of Strength</li> <li>• Areas of Opportunity</li> <li>• Degree of Consensus</li> <li>• “Don’t Know” Questions</li> <li>• What does this all mean?</li> </ul>	Information Sharing
<b>15 minutes</b>	<b>Break</b>	
<b>30 minutes</b>	<b>Considerations</b> <ul style="list-style-type: none"> <li>• Provide a more intentional orientation and onboarding session to ensure board members are able to engage when they begin board service</li> <li>• Review and revise the committee structure to ensure they are relevant to today’s organization and needs</li> <li>• Consider deliberating differently and structuring board meetings to better engage trustees</li> <li>• Position board members to serve as ambassadors for the organization</li> </ul>	Facilitated Roundtable/ Decision Point
<b>45 - 60 minutes</b>	<b>Breakout Groups for Each Consideration</b> <ul style="list-style-type: none"> <li>• Onboarding           <ul style="list-style-type: none"> <li>○ What are the key pieces of information a new board member should be made aware of?</li> <li>○ How is the culture of the board introduced?</li> <li>○ What type of mentoring process would be beneficial?</li> <li>○ What financial training is critical?</li> </ul> </li> <li>• Committee Structure/Meeting Structure           <ul style="list-style-type: none"> <li>○ Are the committees still relevant today?</li> </ul> </li> </ul>	Small group work and Strategic Discussions



- Do the committee charters fully outline the work/scope and limits of authority?
- How might the committees be structured differently?
- How might the meetings be structured to maximize the work of the committee?
- Public Image
  - What role does XXX play today?
  - Why do we need this organization?
  - How do board members promote XXX?
  - In what ways can board members stand for the mission and serve as ambassadors?

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**60 minutes**

**Lunch**

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**60 minutes**

**Report out from Group Work**

- 15 minutes per topic with questions

Strategic  
Discussions

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**30 minutes**

**Next Steps and Closing**

Assign  
Responsibility

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