

Agenda for CLI Board Retreat

Friday, January 15, 2021

Morning Session Part 1– Board Members Only 9:00 – 11:00 am

9:00 Call to Order

9:05 Overview of the day

- Intro to 2021 theme

9:10 2021 CLI Board of Directors—Who really are we anyhow??

- Show-n-Tell Project and Discussion
- Common Themes
- Name, profession, why a member of CLI?
- What do you need from the Board to feel like you can be a productive and important part of the team? How do you want to contribute to CLI in 2021?

10:10 Break

10:20 Administrative Overview

- Board consists of:
 - Megan – Board President
 - Brian and Angela – Board Past-Presidents
 - Brett – Treasurer
 - Audra, Ron, Allison, Meagan, Gay, George, and Rebecca – Directors
 - Terms of service
- All are voting members except Brian and Brett
- Sandy Beeson – Administrative Assistant
 - What she does, process, communication, contract, etc.
- Board Member Duties / Expectations
 - Chair or Serve on a committee or task force
 - Attend Board Meetings – what is a voting quorum
 - Bring energy, enthusiasm, and positive focus
 - Sign and collect *Board Commitment Letter* (Attachment # ___)

10:30 Monthly Board Meeting Schedule

- 2nd Wednesday of each month (February-November)
 - From 10:00-11:30 am (does this time still work best?)
 - Via Zoom

10:35 Overview of Committees & Task Forces

- Review of CLI Mission and Vision

**Committee chair or representative to talk about the function and goals of the committee as it currently stands.*

- Training – Tonda Mattie and Lee Eddison Co-chairs
 - *Discussion to recruit someone to shadow Co-chairs in preparation for a new chair in 2022*
- Technology – Carl Arnold
- Public Education -- OPEN
- Sliding Scale Fee – Kari McGuire
- Membership – OPEN
 - *Ron has indicated an interest in chairing this committee*
- Governance – Brian Burns and Angela Heart
- Annual Forum – OPEN
 - *Discussion regarding committee composition*
- Sponsorship/Fundraising - OPEN
- Website Task Force – Linda Wray/Louise Livesay/Deb Clemmensen
 - *Is this task force still needed?*
- Sunshine Committee - OPEN
- Other?
- Homework for February Board Meeting – Goals, plans, and budget requests for 2021 from each committee, monthly committee report form.

10:45 Finances

- Taxes for 2020
- Check writing process for 2021
- Other updates from Brett
- 2021 Sponsorship question from Brett Leschinsky

Morning Session Part 2 – Full CLI Membership (11:00 am-12:00 pm)

11:00 Welcome and overview of theme/vision for 2021

11:10 Large group “old school brainstorming” session 😊

12:00 Lunch – All CLI Members Invited Via Zoom

Afternoon Session – Annual Planning Retreat 1:00-4:00 pm (Board Members Only)

1:00 Personal Stories from 2020

- Favorite experience?
- Learning experience?
- Take-aways from the Forum?

1:30 Review of content from large group brainstorming session

2:00 Break

2:10 **2021 Vision**

- Identify our shared priorities for 2021 from the discussion above. Work to achieve a consensus
- Make initial plans and list concrete action steps for each committee to take to support vision/priorities

3:30 Wrap Up

- People of Action
- Ask
- Plan for Follow Up and Reporting

4:00 Adjourn