



Board of Directors Special Meeting

Location: 120 Bristlecone or Teams
Join: <https://teams.microsoft.com/meet/23236406170588?p=fpCZz6MRVp13SdWj2A>
Meeting ID: 232 364 061 705 88
Passcode: JE29kr7L

Date: February 25, 2026

Time: 1:00-5:00 PM Board Training

1:00-5:00 PM Board Training with The Lind Group

Board Orientation Working Session

Executive Director Transition Pathway

Purpose

This working session is designed to help the Board align on how it will support the incoming Executive Director during the first year, clarify governance expectations, and put structure around communication, priorities, and early check-ins so the transition starts on solid footing.

Duration

February 25, 2026, 1-5pm

Facilitator

Yashica Lind

1. Welcome and Framing (15 minutes)

- Why this session is part of the final Board orientation
- What the Board needs to decide today versus what will be refined later
- How the Board can stay supportive and informed without drifting into operations

Outcome: Shared understanding of goals, scope, and boundaries for the session.

2. Pre-Arrival Board Alignment (45 minutes)

This portion focuses on what the Board wants in place before the ED's first day.

Topics

- Communication cadence and preferred formats outside regular Board meetings
- Early priorities that cannot slip during the transition
- Key relationships the ED needs to establish early and how the Board supports warm introductions
- Clarifying the Board Chair and Executive Committee's role as the ED's primary governance point of contact

Outcome: Clear Board direction on expectations, priorities, and communication structure.

3. Early Transition: Days 1–30 (45 minutes)

This section focuses on governance clarity during the ED’s first month.

Topics

- Board and ED roles and decision boundaries
- How early questions, concerns, or risks are surfaced and discussed
- Establishing a predictable early check-in rhythm
- Identifying any urgent issues the Board wants the ED to be aware of immediately

Outcome: Shared understanding of how the Board supports, monitors, and communicates during the early transition period.

Break (15 minutes)

4. Assessment and Priorities: Days 30–60 (45 minutes)

This portion looks ahead to how the Board receives information once the ED has had time to assess the organization.

Topics

- What the Board expects to receive as a “state of the organization” update
- How priorities are discussed and validated without directing operations
- Preferred formats for updates, dashboards, or written summaries
- How the Board stays informed between meetings

Outcome: Agreement on information flow and expectations during the assessment phase.

Break (15 minutes)

5. Alignment and Monitoring: Days 60–90, Six Months, and One Year (45 minutes)

This section focuses on staying aligned as the ED moves from learning into leadership.

Topics

- Early qualitative and quantitative indicators that help the Board gauge progress
- Structure for ongoing Board–ED check-ins
- Defining the purpose and structure of a six-month check-in
- How the transition period connects to the Board’s annual evaluation and planning cycle

Outcome: Shared approach to monitoring progress and maintaining alignment over the first year.

6. Wrap-Up and Next Steps (15 minutes)

- Summary of key decisions and agreements
- What will be refined following the session
- What remains Board-owned versus staff-owned
- Confirming next milestones and timing
- Post-Assessment

Outcome: Clear next steps and ownership.

Notes

Draft materials will be used to support discussion during the session and will be refined following the meeting based on Board input.