BOARD WORK DURING THE COVID-19 CRISIS

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Housekeeping Notes

• All audience members are muted
• Please use the Q&A Feature to submit questions
• If you experience any technology or internet issues, please dial 1-312-626-6799, the webinar ID is 949-9957-0244. This will allow you to listen in to the presentation.
• This webinar is being recorded and will be emailed after the session
• A FAQ will also be emailed after the session

Meet Our Expert!

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EMERGENCY RESPONSE

- PRIORITY IS HEALTH AND SAFETY
  STAFF, BOARD MEMBERS, CLIENTS, AND COMMUNITY
- FOLLOW ADVICE OF HEALTH EXPERTS AND ADHERE LOCAL GUIDELINES
- ENSURE YOUR EXECUTIVE DIRECTOR HAS WHAT THEY NEED
- PRACTICE AN ABUNDANCE OF CAUTION
- ENSURE APPROPRIATE OPERATIONS

SUPPORT THE EXECUTIVE DIRECTOR

- Be present
- Provide support
- Follow your Executive Director’s lead
- OK to ask questions, not OK to micro-manage or second guess
- Eliminate unnecessary noise; don’t make burdensome requests
FUNDRAISING

NEW KIND OF PLANNING: ADAPTIVE & CONTINGENCY

- Laser focus on the most impactful and mission critical programming: who must we be here for?
- Business continuity, planning for a re-start
- Adapting plans to new reality (fundraisers, convenings, trainings)
- Collaborations, partnerships and mergers
- What if we need to shut-down
- What have we learned and how will we preserve this knowledge?

ADVOCACY

You’re needed now more than ever!
$ FINANCIAL & FUNDING CONSIDERATIONS

- Understand your financial position—especially cash
- Possibility for new revenue source?
- Find out if existing resources can be reallocated and/or restrictions lifted:
  - Quasi endowments
  - Reserve accounts
  - Capital campaign funds
  - Program/temporarily restricted grants
  - Revenue projections and revised budgeting
  - Decisions related to credit, loans, stimulus programs

TIGHTEN AND RE-ORGANIZE YOUR BOARD STRUCTURE

- Evaluate the essential from the expendable
- Re-focus committee work; what committee work needs to be shifted, created or suspended?
- Everyone does not have to do everything. Streamline; assign tasks and identify people to be on point
DON'T GO IT ALONE

• Practice humility
• Assess what skills and expertise you have on board and what you don’t... then get help where needed
• Legal advice (e.g. breach of contract, paid leave, OSHA)
• Professional expertise (e.g. HR, financial)
• Seek out thought-partners
• Get input on decisions

EQUITY AND INCLUSION

• The crisis is having a far greater impact on communities of color, marginalized, and vulnerable populations (some examples):
  • Anti Asian hate crimes
  • Higher risk of illness and death in Black communities
  • Barriers to healthcare
  • Increased rates of unemployment for immigrants, POC
  • Undocumented people left out of stimulus funds
• Stay informed, educate yourself on the impact to your staff and communities
• Use an equity lens for decisions (e.g. program cuts, staff changes)
• Ensuring inclusive online practices (access, technology)
TAKE CARE OF YOURSELVES

- Board chairs: Check in with all board members to ensure they are still engaged and ready to focus on new priorities.
- Board members, talk to one another.
- Lift any unnecessary weight off the ED's shoulders

DON'T FORGET ABOUT GOOD GOVERNANCE

- Don't take short cuts
- Follow bylaws. If you can't, officially suspend procedural articles that aren't possible now
- Ensure quorum
- Document all actions
EXERCISE EMPATHY AND COMPASSION

• This is hard for everyone
• Don’t engage in comparative suffering
• Get the support you need to sustain yourself and be there for others
• Practice empathy, patience and compassion…. especially when someone isn’t being their best

QUESTIONS & COMMENTS
Next Steps

• This recording and the slides will be emailed to you

• Please visit our COVID-19 page for resources and our other webinar recordings: https://www.gnof.org/covid19-nonprofits/